

AGENDA RECAP
MEETING DATE: AUGUST 6, 2013

ITEMS TO BE DEFERRED/CONTINUED

<u>Agenda/Item #</u>	<u>Purpose</u>	<u>Requested by</u>
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No items submitted

REVISIONS & CORRECTIONS

<u>Agenda/Item #</u>	<u>Purpose</u>	<u>Requested by</u>
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No items submitted

ITEMS MOVED FROM CONSENT TO ADMINISTRATIVE AGENDA

<u>Agenda/Item #</u>	<u>Purpose</u>	<u>Requested by</u>
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No items submitted

WALK - ONS OR CARRY - OVERS

Walk-on #/Carry-Over#

No items submitted

SPECIAL NOTIFICATION

There will be a potential Conservation 20/20 purchase item on the August 27, 2013 Agenda. Prior to presentation to the Board, CLASAC will have reviewed the item thoroughly and recommendations will be provided to the Board. This is a +/- 3.2 acre property located on Sanibel Island, known as Parcel 503, Conservation 20/20. The Sellers are Ralph Stanley Woodring and Jean Isley Woodring, as Co-Trustees. This purchase would be contingent upon the implementation of an MOU with the US Fish and Wildlife Service whereby USF&WS would be responsible for demolition of structures, and perpetual maintenance of the site. If acquired, the property would become incorporated into the existing Ding Darling Wildlife Refuge. The purchase price is \$3 million. This would be the first Sanibel Island property ever to be acquired under the Conservation 20/20 Program.

COUNTY MANAGER/COUNTY ATTORNEY ITEMS

Present the Board with a summary of the process for the final, group interviews for the position of Hearing Examiner scheduled on Thursday, August 8 th .	County Manager
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Update on County Attorney Office efficiency study.	County Attorney
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DATE AND TIME DISTRIBUTED: 8-5-13 4pm

**MEMORANDUM FROM
DEPARTMENT OF HUMAN RESOURCES**

TO: District 1, Commissioner Manning
District 2, Commissioner Pendergrass
District 3, Commissioner Kiker
District 4, Commissioner Hall
District 5, Commissioner Mann

DATE: August 5, 2013

RE: Hearing Examiner Recruitment – BoCC Interviews

FROM: Christine Brady – Director Human Resources and Public Resources

Please review the information below in regards to the group interviews for the position of Lee County Hearing Examiner scheduled for **Thursday, August 8th**:

INTERVIEW QUESTIONS:

- Though the Board has the freedom and ability to follow any direction that a candidate's answers may lead, to extend fairness, the same program and approximately the same questions should be asked of each candidate. Following the regular Board meeting on **Tuesday, August 6th**, we will provide the Board with a list of suggested interview questions for consideration.
- Please select up to three interview questions (or submit your own drafted questions) that you would like to ask to Human Resources **by 5:00 p.m. on Wednesday, August 7th**. We will use your selections to produce a standardized list and distribute it to the Board for use during the interviews on Thursday. Please submit your selected questions to Dylan Drake, Human Resources Generalist, at draked@leegov.com or 533-2005.

INTERVIEW RECOMMENDATIONS:

- The setting of the interviews should be formal and the mood professional, but open and friendly.
- Though the remaining candidates may each represent unique educational and employment backgrounds, experiences in government and private industry, strengths, areas of expertise, and management style, they all meet the requirements for the position. At this point in the recruitment, the chemistry between the candidates and the Board and the apparent "fit" that the candidate projects is an important factor in the selection process.
- Just as the Board is making an important decision for Lee County, so too may the candidate be making important career, personal, and family decisions. Please make an effort to reserve some time during the interviews to explore any questions that the candidates may raise.

POST INTERVIEW OPTIONS:

Immediately following the group interviews on Thursday, three options for proceeding are as follows:

- The Board may be prepared to enter discussions to identify a top candidate.
- The Board may further narrow down the pool and identify their top two candidates with additional interviews or vetting mechanisms being scheduled for the following week.
- The Board may defer any discussion until the next regular meeting on **Tuesday, August 13th**.

Once a top candidate is identified, the Chair typically would begin negotiations and would work with the County Attorney's office to draft a contract.

We will be available to address the Board during County Manager items at the **Tuesday, August 6th** meeting to discuss any additional questions.