



Orange Water and Sewer Authority

OWASA is Carrboro-Chapel Hill's not-for-profit public service agency delivering high quality water, wastewater, and reclaimed water services.

Meeting Summary Human Resources Committee September 30, 2019 4:30 to 5:35 p.m.

Committee Members:	Yinka Ayankoya, Bruce Runberg, Ruchir Vora and Ray DuBose (Ex Officio)
Other Board Members:	None
Staff:	Stephanie Glasgow, Ed Kerwin and Andrea Orbich
Public:	None

Ray DuBose led the meeting and reported that Robert Morgan decided not to participate in the Board's process to select a consultant to avoid a conflict of interest.

The Committee reviewed the 15 proposals received for Executive Search and Assessment Services for OWASA's next Executive Director. After deliberations, the Committee agreed to invite four consultants for the full Board to interview:

- Colin Baenziger & Associates
- Developmental Associates, LLC
- Slavin Management Consultants
- The Mercer Group

Following discussion, the cost proposals for the shortlisted firms were opened and found to be similar and reasonable.

The Committee agreed it would be best to conduct the interviews in a Special Meeting of the Board at a date in October to be determined by the Board Chair following a doodle poll. Each firm will be allotted 15 minutes for a presentation and 15 minutes for questions and answers. There will be a 10-minute break between each interview. Following the interviews at the Special Meeting, the full Board will select the firm determined best suited for the work.

The Committee agreed staff will conduct reference checks on the four shortlisted firms and provide the information to the full Board in advance of the Special Meeting.

Meeting summary prepared by:

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