

M E M O R A N D U M

TO: Board of Trustees

THROUGH: Mike Bandelin
Interim General Manager

FROM: Erin Feore, Director of Human Resources;

SUBJECT: Review and discuss and possibly approve an Employment Contract Template

RELATED STRATEGIC PLAN INITIATIVE(S): Long Range Principal #4 – Workforce
Comply with applicable Federal, State, County and governmental regulations and all District policies

RELATED DISTRICT POLICY, PRACTICES, RESOLUTIONS or ORDINANCES: N/A

DATE: January 17, 2024

I. RECOMMENDATION

That the Board of Trustees make a motion to:

1. Review, discuss and possibly approve a Draft Template for the District General Manager’s anticipated employment contract

II. BACKGROUND

On August 30, 2023, the Board of Trustees selected the executive search firm of Bob Hall and Associates and authorized the Director of Human Resources and Interim General Manager to engage in services with said agency.

On October 30, 2023, the Director of Human Resources, Interim General Manager and Interim Director of Finance met with the representatives from Bob Hall and Associates to discuss recommended candidates. While it was determined that the proposed selection included well qualified individuals, it was also determined that the diversity of the candidates presented were lacking range. As noted in the verbal report to the Board on December 13, 2023, the bulk

of the candidates had lengthy careers in the Public Sector. Understanding the Board's desire to see a greater breadth of knowledge of commercial experience, and that recruiting for executive level positions during the latter months of the year lead us to continue the search with Mr. Hall and his team.

Following our meeting with Bob Hall and Associates on January 8, 2023, we anticipate finalizing the initial candidate list. As such, we are asking the Board of Trustees review and approve the following:

1. Employment Contract Template for General Manager's position

III. BID RESULTS

Not Applicable

IV. ALTERNATIVES

The Board may propose an alternative recommendation to the Employment Contract proposed.

V. ATTACHMENTS

1. IVGID Employment Agreement – General Manager

VI. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES

Approval of the General Manager Contract template.