



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: August 27, 2019

DATE: August 5, 2019

TO: Board of County Commissioners

FROM: Patricia Hurley, Director of Human Resources
775.328.2087, phurley@washoecounty.us

THROUGH: David Solaro, Interim County Manager

SUBJECT: Update on the Washoe County Manager recruitment and possible direction on the recruitment process. (All Commission Districts.)

SUMMARY

On April 11, 2019 County Manager John Slaughter announced his intent to retire effective June 14, 2019. Ralph Andersen & Associates has been contracted to conduct the recruitment for a new Washoe County Manager with formal appointment by the Board expected in September/October 2019. Staff is providing the Board an update on the recruitment and requesting possible direction on the next steps of the recruitment process.

PREVIOUS ACTION

On May 21, 2019 the Board directed Human Resources to contract with an executive search firm keeping the current 11 candidates in the pool with direction to staff to update the Board on June 18, 2019.

On May 28, 2019 the Board provided staff direction on the appointment of an Interim County Manager effective June 14, 2019.

On June 11, 2019 the Board appointed David Solaro Interim County Manager effective June 14, 2019.

On June 18, 2019 the Board acknowledged an update on the Washoe County Manager recruitment and Ralph Andersen & Associates opened the recruitment. The closing date for the recruitment is July 26, 2019.

On July 23, 2019 the Board acknowledged an update on the Washoe County Manager recruitment including the extension of the closing date of the recruitment to August 16, 2019.

BACKGROUND

Per Nevada Revised Statute 244.125 to NRS 244.135 inclusive, the County Manager must be filled by appointment by the Board of County Commissioners; the County Manager serves at the pleasure of the Board.

AGENDA ITEM # _____

Human Resources opened the recruitment in April 2019 with a two week recruitment period and 11 applicants met the minimum qualifications for the position based on the application materials which were submitted. On May 21, 2019 the Board directed Human Resources to contract with an executive search firm keeping the current 11 candidates in the pool with direction to staff to update the Board on June 18, 2019. Human Resources contracted with Ralph Andersen & Associates.

Ralph Andersen & Associates has conducted a comprehensive recruitment to include extensive outreach to highly qualified candidates throughout Nevada, the Western Region, and across the nation. Ms. Heather Renschler is the dedicated Project Director for this recruitment.

The recruitment closing date was extended to August 16, 2019.

A panel assessment with the candidates will be conducted the week of September 16. The panel will be comprised of representatives within the region and will only be utilized to obtain feedback for the Board. The panel assessment is an internal recruitment function coordinated by Ms. Renschler in consultation with the Department of Human Resources.

Ms. Renschler will return to the Board on September 24 with a list of the top candidates who will advance to public interviews with the Board.

A special session to hold public interviews with the Board will be scheduled for September 30.

Based on the outcome of the recruitment thus far, Ralph Andersen & Associates may request possible direction from the Board on the next steps of the recruitment process.

FISCAL IMPACT

The cost associated with contracting an executive search firm is included in the approved Human Resources FY18/19 Services and Supplies budget (C109500).

RECOMMENDATION

It is recommended the Board acknowledge update on the Washoe County Manager recruitment and provide possible direction on the next steps of the recruitment process.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

Move to acknowledge update on the Washoe County Manager recruitment.