

**EUGENE WATER & ELECTRIC BOARD
SPECIAL BOARD MEETING
EWEB BOARD ROOM
500 EAST 4TH AVENUE
MAY 26, 2016
5:30 P.M.**

Commissioners Present: John Simpson, President; John Brown, Vice President; Steve Mital, Dick Helgeson and James Manning, Commissioners.

Guests: Dave Churchman, General Manager EWEB; Lanie Prouse, Mycoff, Frye and Prouse.

President Simpson convened the May 26, 2016 Special Session at 5:30 p.m.

AGENDA CHECK

There were no changes to the agenda.

PUBLIC INPUT

There was no public input.

GENERAL BUSINESS ITEMS

General Manager Replacement - Information

President Simpson offered that the Commissioners had followed a thoughtful process resulting in the hiring of a well-qualified candidate for EWEB General Manager (GM). He added that part of the process was a public job posting on EWEB's website, a job posting on regional and national utility industry job posting sites, and also a posting with a recruiting firm hired by EWEB, Mycoff, Frye and Prouse. President Simpson indicated that Lanie Prouse, of Mycoff, Frye and Prouse, was attending the meeting via telephone, and Ms. Prouse acknowledged her presence.

President Simpson reported that there were 56 individuals who expressed interest in this position. After conducting screening interviews, Mycoff, Frye and Prouse, submitted 17 external, and three internal candidates for the Board's consideration. The Board chose 12 candidates to interview with Ms. Prouse. Of those 12 individuals, one person dropped out; Ms. Prouse conducted 11 interviews, and presented those interview results to the Board for consideration. The Board selected seven finalists, of which one withdrew. The Board conducted interviews with the six finalists on May 16-17. The Board selected four finalists, then Mycoff, Frye and Prouse, conducted further research on them.

Ms. Prouse suggested the offer of employment should be a conditional one based on the following:

- Total annual compensation not to exceed the \$300,000 threshold set forth in public session in February. This compensation could include: paid salary, employer-paid contributions to a deferred compensation plan, and any other cash compensation permissible by a public employer.
- Satisfactory criminal background check and credit check.
- Mutual agreement by the contract parties regarding other contract terms such as: separation terms, vacation, entitlements, etcetera.

President Simpson took this opportunity to point out there were roughly 35-40 audience members.

President Simpson reminded the Board that they had previously set a salary range of \$250,000 - \$300,000 total annual compensation for solicitation of the GM position. He added that this could include all the attributes of the position as previously stated by Ms. Prouse.

President Simpson asked the Board if they wished to keep the salary range as is, offering that the preferred candidate had left the salary discussion broad. He called for a straw poll of the Board on the matter.

Vice President Brown said that he'd prefer to stay at the low end of the salary range, citing past issues that had arisen due to salary amounts.

Commissioner Mital indicated that he supported Vice President Brown's sentiment.

Commissioner Helgeson emphasized the importance of keeping the GM salary market-competitive. He agreed that the salary should be aimed at the lower end of the range.

Commissioner Manning concurred with the Board.

President Simpson stated that he also agreed with the Board, and he set the GM salary range at \$250,000 - \$260,000. He asked the Board for concurrence of his interpretation of the low salary range, and the Board concurred.

President Simpson revealed that the Board was announcing Frank Lawson as the preferred candidate. He added that Mr. Lawson was an internal candidate.

General Manager Replacement - Action

Commissioner Mital moved to conditionally offer the EWEB GM position to Mr. Lawson, with the upper limit of total compensation to be \$260,000. The motion passed unanimously. (5-0)

Mr. Lawson offered thanks to the EWEB Board, Ms. Prouse, EWEB Leadership, and EWEB Systems Engineering.

President Simpson announced that the Board directs the HR Manager to work with Board council to commence contract discussions with Mr. Lawson, and also to conduct criminal background and credit checks. President Simpson declared it a goal for HR to submit a draft employment agreement for the Board's consideration and execution during regular session on July 19, 2016.

President Simpson adjourned the Special Session at 5:54 p.m.

Assistant Secretary

President