

# General Manager Transition: Recruitment Process and Standards

January 6, 2026



Eugene Water & Electric Board

*Rely on us.*

# Hiring Process: Updated Timeline

Activity	Forum	Date *	Timeline										Status
Process and Standards Discussion	General	Sept 2	●										Complete
Requirements discussion with Vendor	General	Oct 7		●									Complete
Candidate Search and Screening	Recruiter	Oct 8 – Nov 18		■									Complete
Short List Selection	Executive	Dec 9				●							Complete
Short List Interviews/ Finalists Selection	Executive	Jan 12 – 13					●						
Finalist Interviews (as needed)	Executive	Jan 27 – 30					●						
Candidate Selection	General	Feb 3						●					
Employment Negotiations	Recruiter	Feb 3 – Feb 16						■					
Offer of Employment to new GM	General	Feb 17						●					
Notice Period / new GM start		Feb – May							■				

# Process for Final Candidate Selection

ORS 192.660 (6) requires the process used for the General Manager recruitment to be discussed and determined in a public session.

## Requirements

- The deliberations and final selection of the successful General Manager candidate must take place in a public session.
- The selection (aka the vote) must be completed through a clear and transparent method, where each Commissioner's vote is publicly recorded in the minutes.
- A majority decision is required for the new General Manager selection (EWEB Bylaws, Article VIII, Section 2)
- The Board will also need to approve the successful candidate's compensation package in a public session

# Process for Final Candidate Selection

## Recommended Process:

- A Commissioner will make a motion to hire a specific candidate for the General Manager role, subject to successful contract negotiation.  
*“I move to select CANDIDATE NAME as the new General Manager, subject to successful contract negotiation and background check.”*
- That motion will go through the typical Seconding and Discussion format typical to motions.
- The Board President will call for the vote, and each Commissioner will publicly state their vote as Yes, No, or Abstain. These votes will be publicly recorded in the minutes.
  - For the vote to succeed, a majority of Commissioners (3) will need to vote Yes.

# Process for Final Candidate Selection

## Recommended Process:

- Once a final candidate has been selected, a motion to direct the Recruiter to commence contract negotiate should be made.  
*“I move to authorize EWEB’s executive recruiter, Lanie Mycoff, to negotiate a contingent initial employment contract with CANDIDATE NAME, in alignment with current market practices and the compensation levels approved by the board on October 7, 2025.”*