

MINUTES
PORT OF ASTORIA
SPECIAL COMMISSION MEETING
MAY 13, 2008
PORT COMMISSION CHAMBERS

Chairman Dan Hess called the regular meeting to order and took roll call.

Commissioners present: Dan Hess, Larry Pfund (via telephone), Kathy Sanders, and Bill Hunsinger.

Staff present: Ron Larsen and Rita Fahrney. Leslie Palmeri, website specialist and media relations for the port was also at the meeting.

CONSIDER EXECUTIVE DIRECTOR APPLICATION SCREENING GUIDE The guide resulted from the executive director job description and evaluation criteria received from Special Districts. The guide was also part of the brainstorming session the board conducted. Hess called for additions or corrections.

Discussion followed about keeping to uniformity in the questions the interviewers would ask, although, Commissioner Pfund was concerned about responding to a question that may be in their resume. Commissioner Sanders explained that should come to play once the questions are created. One guide will be filled out for each of the applicants (24) by each board member. The applicants they interview will be determined by the application screening guide scores.

Discussion followed on the requirement for opportunity for public comment on the screening guide. Commissioner Sanders explained this was needed in addition to the previous public comment on the job description. The profile test (\$99) will be decided on Thursday. Chairman Hess called for public comment.

PUBLIC COMMENT. The following public comments are not verbatim but intended to reflect the substance of matters discussed.

- Lori Durham, Astoria, Oregon – Lori asked if the interviews are conducted in public meeting. Port Manager was changed back to Executive Director when they did the final vote on the job description. She also asked how many applicants we had received for the commission vacancy. Five total. Dan Brown, Jim Stroup, Chris Connaway, John Veenendaal, and Floyd Holcom.
- Jeff Nelson, KAST Radio – what is the timeline to narrow down applicant numbers to the desired number to interview? Commissioner Sanders answered, it will be decided Thursday. Date will need to be set. No list at this time, still in hands of Special Districts.

No other comments were offered from the audience, closing the public comment session. Chairman Hess called for a motion to approve the Executive Director Application Screening Guide. Commissioner Sanders moved to approve the guide as written. Commissioner Hunsinger seconded the motion. The vote carried unanimously. The special meeting was adjourned.