Kansas Association of Counties
Governing Board Meeting Minutes
300 SW 8th Avenue, Lower Level, Topeka KS
February 22, 2019

Attendance:
Board Members Present: Kenny Baccus, Ottawa County Noxious Weed Director; Nick Baldetti, Reno County Public Health Director; Jeff Blosser, Morris County Engineer; Craig Cox, Deputy County Counselor Riley County; Ed Eilert, Chairman, Board of Johnson County Commissioners; Dave Johnston, Sedgwick County EMS Operations Manager; Richard Malm, NACo Representative, Jefferson County Commissioner; Lon Pishny, Finney County Commissioner; Don Pyle, Crawford County Clerk; Rob Roberts, Miami County Commissioner; Gary Scoby, Nemaha County Commissioner; Brian Stone, Cowley County Emergency Management Director; Bob Vidricksen, Saline County Commissioner and Chip Westfall, Harvey County Commissioner.

Others Present: Dennis Kriesel, Interim Executive Director; Jay Hall, Legislative Policy Director & General Counsel; Dorrie Sullivan, Education & Communications Director; Betty Oliva, Office Manager.

Absent: Max Dibble, Phillips County Commissioner; Susan Hubbell, Kingman County Register of Deeds; Patti Israel, Ford County Appraiser;

Proceedings:
President Craig Cox called the meeting of the KAC Governing Board to order at 10:00AM. President Cox asked if there were any additions or changes to the agenda; approved as it stands.

Approval of the Minutes - January 24, 2019 KAC Board minutes, Rob Roberts made a motion to approve, Don Pyle seconded, motion carried. February 15, 2019 KAC Board minutes, Richard Malm made a motion to approve, Ed Eilert seconded, motion carried.

President Craig Cox called on the League of Kansas Municipalities to begin with their presentation on the Executive Director search. Those present from the LKM were Erik Sartorius, Trey Cocking and Nikki Harrison. An informative presentation was made, reviewing their process, the ranking process, the base proposal costs and process options. Cost would be approximately $15,000.00.

Dorrie Sullivan reviewed additional companies that would also search for a new Executive Director.

- Waverly Partners – Lawrence, KS, a national firm recommended by Nathan Eberline, for approximately $35,000.00 cost.
- Nathan Eberline would also be interested for hire in the search for a new Executive Director. Cost proposals and his time restraints were discussed.

Zelle made a phone presentation, based in Nebraska, giving their background of 7 years, recruiting on an executive level, reviewing their process, the interview process, analyzing the candidate and past experience with other organizations. They provide weekly updates, post for the position, Indeed, ZipRecruiter, Linked-In is also
used. They have a fee of 25% based on the 1st year salary, includes a 1 year guarantee. Zelle offers Recruiting, HR Consulting and Strategic Planning. Cost would be approximately $25,000.00.

Discussion included how to proceed with resumes and applications received to date, agreeing they’d be turned over to the company hired for completion of the process.

President Cox called on the Board for a discussion on the pros and cons for utilizing an outside firm versus searching on our own. Richard Malm made a motion to hire an outside firm to search for the new KAC Executive Director. Ed Eilert seconded the motion, the motion carried.

Jay Hall, Legislative Policy Director & General Counsel announced his interest in the position and will apply for the Executive Director position, going through the same process with all applicants.

Additional discussion ensued on determining the best outside company for hire.

**Executive Session:** At 11:28AM, Chip Westfall made a motion that the KAC Board Members recess into executive session pursuant to the non-elected personnel justification to the Kansas Open Meeting Act in order to discuss personnel hiring matters for 15 minutes. The open meeting will resume at 300 SW 8th Ave., Lower Level, Topeka, KS 66603, February 22, 2019 at 11:43AM. The motion was seconded by Ed Eilert. The motion carried.

The Executive Session came out at 11:43AM, no decision was made, the open meeting resumed.

President Cox requested a motion to approve and proceed with hiring an outside firm in searching for a new Executive Director. Rob Roberts made a motion to hire an outside firm, being the League of Kansas Municipalities with all applicants to complete the process through the League of Kansas Municipalities including any KAC staff applicants. Jeff Blosser seconded the motion. The motion carried with one Nay, Richard Malm.

Introductions were made with KAC’s newest Board member, Kenny Baccus, Ottawa County Noxious Weed Director. President Cox adjourned the meeting for a lunch break at 11:47AM.

President Cox called the meeting to order at 12:30PM, circulating the KAC Governing Board meeting attendance sheet, the Executive Session attendance sheet and the Governance Guidelines signature sheet for each Board member present to sign.

**Bills and Payroll Report:** Gary Scoby moved to approved the Bills and Payroll Report as presented with total disbursements of $ 60,939.58. Bob Vidricksen seconded. Motion carried.

President Cox reported to the Board that Craig Cox, Susan Hubbell and John Bartolac, appeared to the Kansas County Treasurer Association, reaching out and inviting to them to come back to KAC. They had a robust discussion with the Treasurers and talked of the current KAC status. The next day Dennis and Craig followed up with attending their reception.
Appointment of the Rural Representative to the KAC Board: Lon Pishny moved to appoint Carla Pence as the Rural Designee. Ed Eilert seconded. Motion carried with one Nay, Rob Roberts.

President Cox addressed the next item of business, approval for to appoint Dorrie Sullivan as the Interim Executive Director. The Board has also reviewed KAC staff resumes. Dorrie gave an overview of her qualifications for serving as the Interim Executive Director. President Cox also noted that KAC staff have very good resumes with defined skills that will enable keeping KAC operational.

Executive Session: At 12:54PM, Rob Roberts made a motion that the KAC Board Members recess into executive session pursuant to the non-elected personnel justification to the Kansas Open Meeting Act in order to discuss hiring personnel of non-elected nature for 15 minutes. The open meeting will resume at 300 SW 8th Ave., Lower Level, Topeka, KS 66603, February 22, 2019 at 1:09PM. The motion was seconded by Bob Vidricksen. The motion carried.

The Executive Session came out at 1:09PM, no decision was made, recessed into regular meeting. President Cox asked if there was a motion to hire an Interim Executive Director for KAC. Don Pyle made a motion to hire Dorrie Sullivan as the KAC Interim Executive Director, with an adjustment in pay of $100,000 annual salary prorated effective until a new Executive Director is found. Seconded by Lon Pishny. Motion carried. Don Pyle amended the motion to make the Interim Executive director’s salary effective February 25th and continue until a new Executive Director is hired and reports for duty. Seconded by Nick Baldetti. Motion carried.

Dorrie Sullivan reviewed the candidate for the Operations & Finance Director, Dornella Leal. She will be interviewed by a Board sub-committee consisting of Dave, Chip and Gary, before a final decision is made. The Board authorized Dorrie to make the hire and salary decision. Dorrie reviewed staff duties while serving as the Interim Executive Director, this includes Jay Hall, Norm Bowers, Dana Wethington and Betty Oliva. Dorrie will send the staff resumes to the Board. Concerns, gaps and risks were discussed:

- Standard Operating Procedures reference
- Updated job descriptions / retain staff
- IT and computer issues; possible replacement of file server
- Cyber insurance
- Accountant contract for 2020
- Secretariat agreements
- Local Road Engineer program
- Building Lease renewal, possible termination, may need a new location.

President Cox addressed KAC moving forward, form a group to address the building lease with the League. The group would have two or three Board members and include KAC staff for negotiating with the League. New office locations would also be considered. Ed Eilert, Gary Scoby and Jeff Blosser have volunteered to work with KAC staff and negotiate with the League. Richard Malm made a motion to form the recommended committee. Seconded by Chip Westfall. Motion carried. Dennis gave a quick review of the current square footage leased from the League with current sub-lease agreements that are in place.
President Cox presented Dennis with a going away gift in appreciation and thanking him for everything he’s done for KAC.

Meeting adjourned at 3:00PM.

Respectfully submitted,

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Betty A. Oliva
Office Manager