

City of Henderson, Kentucky

NOTICE OF CALLED WORK SESSION
FOR TUESDAY, FEBRUARY 13, 2018

February 9, 2018

Commissioner Patti Bugg
Commissioner Robert N. Pruitt Sr.
Commissioner Bradley S. Staton
Commissioner Austin P. Vowels

Dear Board Members:

Please take notice that as Mayor of the City of Henderson, Kentucky, I hereby call a special called work session of the Board of Commissioners to be held on Tuesday, February 13, 2018, at 4:45 p.m. in the third floor Assembly Room, Municipal Center, 222 First Street. The items on the agenda for review are as follows:

1. Roll Call
2. Discussion of the Police Chief Selection Process
3. Possible Discussion of the City Manager Hiring Process
4. Adjournment

Respectfully,

Steve Austin, Mayor

A copy of the foregoing notice received and service there of waived this 13th day of February, 2018.

Commissioner Patti Bugg

Commissioner Robert N. Pruitt Sr.

Commissioner Bradley S. Staton

Commissioner Austin P. Vowels

City Commission Memorandum
18-27

February 9, 2018

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager *RS/SL*
SUBJECT: Special Called Work Session Agenda

A special called work session is scheduled for 4:45 p.m. on Tuesday, February 13, 2018, in the third floor assembly room of the Municipal Center, 222 First Street. The purpose of this meeting is for the following:

Police Chief Selection Process

Discussion will be held regarding the process and timeline for selecting a Police Chief. A proposed hiring timeline by Commissioner Brad Staton is attached.

City Manager Hiring Process

This item has been included due to possible discussion overlap of the Police Chief hiring process.

c: Connie Galloway
Dawn Kelsey

Proposed Hiring Schedule for Police Chief

- June 1 - July 1: Open Application Period for Police Chief Position
- June 19
Work Session: Form Hiring Evaluation Committee:
2 Commissioners, 2 Police Reps, 1 City Mgr, 1 HR, and others?
- July 2: First Meeting of Evaluation Committee - Set Parameters
- July 2 - July 16: Score Candidates; Trim List to 3
- July 16: Committee to Reconvene for Discussion
- July 17 - July 30: Committee Interviews Finalists Face-to-Face
- July 30: Committee to Reconvene for Discussion
- Aug 1 - Aug 15: Independent Screening, Background, Personality Assessments
of Finalists.
- Aug 15 - Aug 28: City Manager Considers all Data Collected
- August 28: City Manager Hiring Recommendation to the Board of Commissioners