



Minutes of the Oregon State Fair Council Regular Meeting

November 4, 2019

Oregon State Fair & Exposition Center – Cascade Hall-McKenzie Room

Audio Recorded: Yes

I. Call to Order: The meeting convened at 1:30 p.m. with Chair Jon Chandler presiding.

II. Roll Call: The attendance, both in person and by phone, was recorded as shown below:

Present:

Jon Chandler, Chair
Kevin Cameron, Vice Chair
Vicki Berger, Council Member
Gene Derfler, Council Member
George Jennings, Council Member
Dayna Jung, Council Member
Austin McGuigan, Council Member
Rep. Mike Nearman, Advisory Council Member
Sen. Arnie Roblan, Advisory Council Member
Mike Paluszak, Director/CEO

Non-Present:

Loyal Burns, Council Member
Leah Perkins-Hagele, Council Member
Craig Smith, Council Member
Steve Powers, Advisory Council Member

III. Pledge of Allegiance: The Pledge of Allegiance was made by all parties present.

IV. Review of Prior Actions

Chair Chandler began by reviewing what has already occurred with regard to the CEO's position:

- Mr. Paluszak announced retirement on October 1, 2019.
- The Council accepted his resignation effective February 29, 2020, or other mutually agreeable date thereafter.
- The Council has declared a vacancy on October 24, 2019.
- The Council will initiate a search for a new CEO.
- This Council meeting is being held to discuss hiring procedures; and hiring standards, hiring criteria and policy directives.

V. Action on Approval of Hiring Procedures for CEO

- Chair Chandler asked if there were any public comments on the Draft Hiring Procedures as published and distributed. There were none.
- Chair Chandler asked if there was any discussion by Council Members regarding the Draft Hiring Procedures as presented. There was none.
- It was moved by Council Member Jennings and seconded by Council Member McGuigan to approve the Hiring Procedures for the CEO as presented. The motion carried unanimously.

VI. Action of Approval of Hiring Standards, Hiring Criteria and Policy Directives.

- Chair Chandler asked if there were any public comments on the Draft Hiring Standards, Hiring Criteria and Policy Directives as published and distributed. There were none.
 - Chair Chandler presented the Draft Hiring Standards, Hiring Criteria and Policy Directives.
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- Chair Chandler asked if there was any discussion by Council Members regarding the Draft Hiring Standards, Hiring Criteria and Policy Directives as presented. There was none.
- It was moved by Council Member Jennings and seconded by Vice Chair Cameron to approve the Hiring Standards, Hiring Criteria and Policy Directives for the CEO position as presented. After further discussion Council Member Jennings moved that the motion be amended to delete “Dental and Vision Plan” and to add “\$125,000-\$150,000” as the salary range for the CEO position in Section A. Compensation. The amendment to the motion was seconded by Council Member Cameron. The motion as amended carried unanimously.

VII. Council Chair Discussion on Next Steps in Process:

- Chair Chandler presented the proposed steps of the process.
 - The Council will advertise the CEO vacancy.
 - The position will be advertised with a closing date for applications of January 2, 2020.
 - The Council will work with HR consultants from Cascade Employers Association.
 - Interested applicants may submit a confidential application and materials.
 - The Executive Committee will review applications and materials in executive session and narrow down list of applicants to interview.
 - The Council will schedule an executive session to interview applicants.
 - The Council will select top 2-3 candidates in executive session.
 - The Council will take action to hire top candidate and approve the employment agreement in an open public session.

It was moved by Council Member Jennings to accept the process as presented. Seconded by Council Member McGuigan. The motion carried unanimously.

VIII. Adjourn: There being no further business the meeting was adjourned at 1:45pm

Meeting Materials:

Agenda
Draft Proposed Hiring Procedures for CEO
Draft Hiring Standards, Criteria and Policy Directives