



**Special Meeting of CVSWMD's Ad Hoc Hiring Committee
Tuesday, February 7, 2023 at 1:00 p.m.**

Minutes

1. Call to Order
Jon Jewett called the meeting to order at 1:10 p.m. with a quorum present.
Members present by Zoom: Jon Jewett, Lee Cattaneo, and Bill Powell
Members present: Interim General Manager Theron Lay-Sleeper, Office Manager Barb Baird
Members Absent: Donna Barlow Casey
2. Agenda Revisions: There were no revisions to the agenda.
3. Public Comment Period and Announcements: None.
4. Approval of Meeting Minutes – ACTION ITEM – *Bill Powell moved to accept the minutes of the January 25, 2023 Ad Hoc Hiring Committee special meeting, seconded by Jon Jewett. Voting in favor: unanimous.*
5. Interview of Candidate
At 1:15 p.m. Bill Powell moved to **Enter Executive Session per 1 V.S.A. §313(b): Personnel, the premature general knowledge would place the person involved at a substantial disadvantage**, seconded by Lee Cattaneo. At 1:50 p.m. Bill Powell moved, and Lee Cattaneo seconded to exit executive Session.
At 1:50 p.m., the Executive Session concluded.
Interview panelists will review their notes from the interview and score each candidate's responses. After all candidates have been interviewed, the Committee will meet to discuss and compare scores to select a finalist. Finalists will be invited to interview with the Full or Executive Board in March.
6. Other old or new business:
The next meeting of the Ad Hoc Hiring Committee will be held on Thursday, February 9th at 2pm and will be for the purpose of conducting an interview.
7. Adjourn: The committee adjourned unanimously at 1:55 p.m.

Respectfully submitted,