

Assembly Decision points for Administrator hire – Assembly meeting 04/11/2017

Process so far – 01/02/2017 – 04/11/2017

Ads – Per Assembly request, Alaska + selected online

- a. 50 applicants – reviewed after 02/10
 - i. Short-list
- b. Skype interviews – 03/22
- c. Down to 2 candidates now

Now – Decision points

- 1) Go forward to in-person interviews with one or both of the candidates interviewed? – Schedule
- 2) Assembly has now revisited the applicant list + Sheldon Schmitt
 - a. Interviews for any? – Schedule those interviews + Sheldon Schmitt
- 3) Go out again (Extend)? – Wider scope – HR – Schedule
- 4) Go to the Prothman recruiter option
 - a. Basic Schedule:
 - i. Contract
 - ii. Prothman will provide approx. timeline - Schedule
 - iii. Schedule meeting with Assembly and Prothman to determine what Assembly wants in a candidate – issues facing City etc. – Prothman interviews Assembly
 - iv. Position profile approved
 - v. Advertising period
 - vi. Prothman vets, brings candidates forward for Assembly to identify candidates for final interviews
 - vii. Final Interviews
 1. Decision-making process
 - viii. Contract for selected candidate
 1. Do over if unsuccessful



Applicant List for Administrator 03/29/2017

Original list 02/16/2017 minus applicants struck during process

	Applicant's Name	
1.	Albert, Scott	
2.	Ardaugh, John	
3.	Bahr, Adam	
4.	Bishop, Dan	
5.	Blumer, Dianne	
6.	Breeden, Dan	
7.	Call, Camille	
8.	Capela, Ann	
9.	Dahl, Steven	
10.	Dapcevich, Marko	
11.	Ferguson, Camille	
12.	Goroski, Jade	
13.	Green, Gene	
14.	Hanson, Bradley	
15.	Hopper, Linda	
16.	Koenig, Dennis	
17.	Leiman, James	
18.	Meyer, Carey	
19.	Miller, David	
20.	Rogers, Cynthia	
21.	Sivick, Robert	
22.	Thornton, Shauna	
23.	Wallace, Larimen "Larry"	
24.	Williams, Thomas	

- Applicants Bertacchi (w), Jordan, Hohnbaum, Oppele (w), Stobbe (w), Scott, Staven originally on list. Removed during process.
- Sheldon Schmitt application received 04/04/2017

Please return ALL applications to Human Resources at conclusion of hiring process. Thank you.