

INSPECTOR GENERAL SELECTION AND RETENTION COMMITTEE

MEETING MINUTES

May 28, 2015

8:30 a.m. – 9:00 a.m.

4:00 p.m. to 4:50 p.m.

Location: City Hall, St. James Building, Lynwood Roberts Room 117 West Duval Street

In attendance: Honorable Judge Elizabeth Senterfitt, State Attorney Angela Corey, Public Defender Matt Shirk, Deputy Chief Administrative Officer Cleveland Ferguson as designee for Mayor Alvin Brown, City Council President Clay Yarborough, Chair of True Commission Patti Anania, and Chair of Ethics Commission Joe Jacquot (left early for family matter).

Also: Sheryl Steckler, Inspector General Advisor; Kelli O’Leary, Director of Employee Services; Diane Moser, Division Chief of Talent Management-Employee Services, Lisa Green, Inspector General Investigator; Angel Mateo Matos, Inspector General Contract Oversight Specialist; Tina Miller, HR Specialist, Employee Services.

- I. **Meeting convened:** 8:40 a.m.
- II. **Pledge of Allegiance** – City Council President, Clay Yarborough
- III. **Roll Call**
- IV. **Approval of the April 23, 2015 minutes**
- V. **Discussion of the agenda and an overview of the coming day.** Sheryl Steckler directed the committee to review the handbook that was created for each of the committee members. The first tab in the book is a letter that is being given to each of the candidates as they arrive today. It congratulates them, thanks them for coming and gives them instruction for how the day will progress. The interviews are set for one hour. Lisa Green has time cards and she will let the committee know when there are 15 minutes, 10 minutes, five minutes, two minutes and one minute. Employee Services staff will fingerprint each applicant today. All of the background checks and employment checks came back good, there were no issues. The questions surrounding Mr. Melton’s confusing dates for his work history were determined to be an error and that has been corrected. After the interview and fingerprinting, the applicants will be on their own and will be asked to come back at 4:30 today. Because this is in the sunshine, we have asked them to preserve the integrity of the process and to not sit in on any of the interviews before or after. They’ve been instructed to come back at 4:30 and they will wait in Employee Services while the committee makes their selection. Then, we will bring them all back in so you have the opportunity to thank them all and let them know who you have chosen. Then we have one final business to do and that is the policy and procedures. Sheryl stated that none of the committee members received all 14 questions. Each member has two questions. None of the committee members have seen the questions before this morning. The committee was reminded that their notes will be public record. The last tab of the book contains IG procedures that Sheryl sent to the

committee in draft. This committee needs to know how to call a meeting, how to handle a complaint and get reports and presentations. These procedures will address those areas. At the very end of your book, there is a "cheat sheet" of IG standards for CIGIE and Greenbook. It is critical for the applicants to understand IG standards. This will help with question number four. After the last interview, the committee will discuss each candidate. The highest score will be the selected candidate. Three points will be assigned to the first choice, two points to second and one point to the last choice. The committee was advised that we are in the sunshine and to please refrain from discussing the candidates during breaks and lunch. Clay Yarborough commented that the handbooks were very thorough and expressed the committee appreciation for the hard work that went into creating them. Also, he asked about questions that might come up once answers were received to the 14 questions in the handbooks. Sheryl advised to write the question down so that it can be asked at the end of the interview during the follow-up question time. Matt Shirk commented that it might be better to ask it at the time since there may be some questions that cannot wait until the end. Sheryl stated that it would be ok if time permitted. Clay stated that if they are short-answer questions or questions for clarity, then the committee could ask them. Angela Corey stated that she had received a text message from General Titshaw recommending Christopher Miller. Matt stated that he had a brief discussion with the mayor-elect about the process and he provided members of the transition team with resumes of the candidate's that are interviewing today. He stated that he did not discuss qualifications or recommendations. Sheryl stated that one of the transition members has been invited at 5:00 to the Green Room to meet the selected candidate. At this time, there was a brief break in order to set up for the first candidate. The meeting minutes will resume at 4:30 today.

- VI.** The candidates were interviewed in the following order: 1. Robert Melton; 2. Christopher Miller; 3. Howard Haney; 4. Stephen Dingbaum; 5. Thomas Cline.
- VII. Comments from the Public (at 4:05):** Mr. Strasser will be given three minutes. "I am Joseph A. Strasser a 36 year career public employee. First of all I want to say that I'm from the school of Syracuse University - Maxwell is the number one public affairs school in the country. I know the faculty doesn't agree with my political and other things I'm concerned about. I'm a fiscal conservative and you got to pay for things and you have to live within your means and I don't think we are doing that. My field, almost all of it, has been in budgeting but I've also had the experience of 15 years in public safety, so I know what the operations that goes into the budget and finances. You have to work within your budget. Good budget preparation is something we lack in Jacksonville. I haven't seen the resumes, but I'm assuming that the people are qualified and meet the requirements of the ordinance. I think education is extremely important and I have supported education with the Maxville school. If you don't have education, you don't have anything. My concern is, as you know Mr. Yarbrough, you handle the budget committee, that budgeting is the key. I want this IG to work because budgeting isn't working and you've got to have independence. At one time I thought this appointment should be made by the Mayor or likely General Council that is what I was thinking, and then I said it won't work that way because you have conflict between the administration and you either do what you're told to do or you resign." Time

was up and Clay asked Mr. Strasser to finish his thoughts. He stated that he believed in consolidation and the only way we can make consolidation work is through something like the IG.

- VIII.** Meeting resumed at 4:15 after a short break and the comments from the public. The last candidate was finished at 4:03. Clay stated that Carla Miller wanted to say a few words. Carla Miller addressed the committee to thank them for devoting their entire day to this effort. She stated that in 2004, the Ethics Commission identified a need for an independent Inspector General and now, 11 years later, she is pleased that it has happened. Carla especially wanted to thank Angela because without her help with bringing Sheryl here, this would not have happened. She also thanked Clay Yarbrough for spearheading all of the unanimous council decisions to support the Inspector General. Carla also thanked everyone else for their efforts.
- IX.** Clay recommended that the policies be addressed. Sheryl stated that the ordinance was written quickly and really doesn't address the rules. In this situation where the IG reports to the citizens, they don't have a sounding board to go to, so this committee becomes important. Procedures must be developed. There are three rules of committee to be approved: 1. How to call a meeting – Matt Shirk motioned and Judge Senterfitt seconded - approved. Angela suggested a correction to the language "shall be publicly noticed" and to remove the word "preferably" and it was approved. 2. Reports, annual reports and presentations to the committee - motion to approve by Matt Shirk, seconded by Judge Senterfitt – approved. 3. Procedures about what to do once a complaint comes in – Matt Shirk motioned and Judge Senterfitt seconded – approved.
- X.** Discussion regarding the scoring of the applicants. Sheryl handed out score sheets to all committee members. Sheryl recommended that the committee pick a backup candidate in case the chosen candidate cannot fulfill the duties of the position. There will be two rounds of selections. The top candidate will get 3 points, second will get 2 points and third will get one point. At this point, Matt stated that he thought the selection process would be difficult, but candidate Thomas Cline stood out above all the other candidates with his qualifications, the way he presented and his handle of the information. The entire package was very good. Patti agreed with Matt and stated that Mr. Melton presented himself well and had all the right answers, but Mr. Cline appeared to be more down to earth to get the work done. Clay recommended that the committee proceed with the scoring. While Sheryl was adding up the points, Clay advised the committee that each candidate will come in individually for the committee to thank them and it will be in order of their interviews with the top candidate to come in last. During the first round of votes, Thomas Cline ranked first with 15 points, Robert Melton had 11 points, Christopher Miller had four points, Stephen Dingbaum had three points, and Howard Haney had three points. Thomas Cline was selected to be the new Inspector General. During the second round of votes for the second choice, Robert Melton ranked first with 14 points, Stephen Dingbaum had eight points, Christopher Miller had eight points and Howard Haney had six points. The candidates were brought individually into the room in order of their interviews.

- XI.** Angela asked for a blanket motion in all the directives that under the definition of the Inspector General Retention Committee the word “Commission” be added to all the IG language after the words “chair of the Jacksonville Ethics.” Matt Shirk seconded - approved.
- XII.** Mr. Melton was brought in and Clay thanked him on behalf of the committee and explained the scoring process. Mr. Melton was informed that he was the second choice. If the first choice declines or doesn’t work out, then Mr. Melton will be chosen. Subsequently, Mr. Miller, Mr. Haney, and Mr. Dingbaum were brought in and thanked by Clay on behalf of the committee for their time and making the effort to come and present to the committee. Mr. Cline was brought in last and was informed that he was selected to be the new Inspector General for the City of Jacksonville. He stated he was humbled and would do the job to the best of his ability.
- XIII.** Meeting was adjourned by Clay Yarborough at 4:50 pm.