

**CareerSource Northeast Florida
Search Committee Meeting – January 5, 2024**

Board members in attendance:

Elaine Johnson – Chair

Kevin Doyle

Tim Hinson

Amy Rice

Darryl Register

Wayne McClain

Staff in attendance: Bruce Ferguson

Welcome and call to order:

10:30 a.m. Elaine Johnson, Committee Chair, welcomed the members and called the meeting to order.

ACTION ITEMS

Approval of the minutes from the December 14, 2023 Search Committee Meeting

Motion to Approve: Darryl Register

Second by Kevin Doyle

Minutes approved unanimously.

Review and Discussion of Documents from Winner Partners:

The committee members discussed the search timeline, marketing plan, and CEO job description from Winner Partners. All agreed that the timeline was appropriate and allowed for flexibility. It was noted it was more important to make the right hire than be rushed by a timeline that was too tight. The marketing plan call for the official advertising to being on January 16th although the firm has already begun reaching out to select organizations informing them of this opportunity and seeking recommendations. The job description was reviewed and determined to be what we needed and reflects the skills required.

Public Comment:

None.

The meeting was adjourned by the Search Committee Chair, Elaine Johnson, at 11:35 a.m.