



MINUTES

CEO Selection Committee Meeting

JAA Administration Bldg./3rd FL

Ed Austin Board Room

October 25, 2018/3:30p

Mr. Pat Kilbane, Committee Chair, called the Jacksonville Aviation Authority CEO Selection Committee meeting to order at 3:30pm. The following committee members were present at the order call:

Mr. Pat Kilbane
Mr. Ray Alfred
Mr. Jay Demetree
Mrs. Giselle Carson

Also in attendance from JAA were Chief Executive Officer Mr. Steve Grossman, Chief Legal Officer Mrs. Debra Braga, Recording Secretary Mrs. Melissa Marcha-Lee, and attending from JAA's CEO search firm, ADK Consulting and Executive Search, was Mr. Doug Kuelzman.

Chair Kilbane called for any public comment, hearing none he moved to the next agenda item.

Chair Kilbane advised that the reason for the meeting was to hear a report from Mr. Kuelzman on the CEO interviews that had taken place earlier in the day. He called upon Mr. Kuelzman for discussion.

Mr. Kuelzman recapped the process, advising that in August the search brochure was released describing the position, the authority, sunshine laws, etc., resulting in 73 applications. After a complete and thorough vetting process, the top four qualified candidates were presented for the committee to interview, and after a discussion with each individual committee member at the conclusion of their interviews today, the top two candidates were Mr. Mark VanLoh and Mr. Ronald Mathieu – the consensus among all committee members as their number one choice being Mr. VanLoh. Both Chair Kilbane and Mr. Demetree complimented Mr. Kuelzman on the ease of the interview process.

Chair Kilbane asked the committee for their comments, advising he is happy with the choice. Mr. Demetree requested that the other board members be given an opportunity to talk to the chosen candidate, and advised he is pleased with the choice. Mr. Alfred advised that while he too is happy with the choice, he feels that not including the internal candidate in the interview process was just putting that person aside and perhaps we should have been able to rank that person as well. More discussion ensued among the committee and Mr. Kuelzman about the process with internal candidates, with Mrs. Carson advising that to her knowledge, the internal candidate was part of the ranking, but was not in the top group; she advised she is also pleased with the choice. Chair Kilbane asked ex-officio committee member Mr. Grossman to comment – Mr. Grossman thanked Chair Kilbane for his appointment to the committee and advised that his top two candidates were the same as that of the committee and either one of them would be an excellent choice.

Chair Kilbane then brought the discussion to a close and requested that Mr. Kuelpman advise the candidates.

Chair Kilbane called for a motion to move the action to the board and upon motion duly made by Mr. Demetree and seconded by Mrs. Carson, the committee voted unanimously to present the consensus candidate Mark VanLoh to the full board at its November meeting as its choice for the next CEO of JAA. Further, upon motion duly made by Mrs. Carson and seconded by Mr. Alfred, the committee voted unanimously that as the number two candidate, Mr. Mathieu be offered the position should Mr. VanLoh decline.

Chair Kilbane then called upon Chair of the Board Jay Demetree for his appointment of a board member to negotiate the CEO's contract. Mr. Demetree appointed Mr. Russ Thomas to be the negotiator with Mr. VanLoh, requesting that Mr. Thomas work closely with our CLO Mrs. Braga and Mr. Kuelpman from our search firm.

There being no further business to come before the committee, Chair Kilbane adjourned the meeting at 4:15p.

Approved November 26, 2010