

**Hilton Head Island
Economic Development Corporation
Personnel Committee**

**Tuesday, April 1, 2014
10:15 a.m. – Palmetto Electric Conference Room
111 Mathews Drive
Hilton Head Island, SC 29928**

Note: Please come to the FRONT entrance of the building

REVISED AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3. Approval of Minutes** – minutes of March 21, 2014
- 4. Executive Session**
 - a. Interview Executive Recruitment Firms
 - b. Discussion of potential contractual arrangements
- 5. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more Town Council members attend this meeting.

**Hilton Head Island
Economic Development Corporation
Personnel Committee
Minutes of Friday, March 21, 2014**

Members Present: Carlton Dallas, John Joseph, Tom Upshaw

Members Absent: none

Town Staff: Shawn Colin, Nancy Gasen

1. Call to Order:

Chairman Dallas called the meeting to order at 1:00 p.m. in Conference Room 3.

2. Freedom of Information Act Compliance:

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes: Minutes of February 21, 2014 were approved as presented.

4. Old Business: none

5. New Business:

- a. EDC Staff Recruitment Status.** This Committee will review and discuss the ratings and the submittals received for the Executive Search Firm.

6. Executive Session:

Mr. Upshaw made a motion to go into Executive Session. Mr. Joseph seconded. At 1:33 p.m. the Committee went into Executive Session to discuss the ratings and the submittals received for the Executive Search Firm.

At 3:07 p.m. the Committee came out of Executive Session. As a result of Executive Session, three firms were selected using the approved criteria for ranking. The firms selected are: 1. Sockwell; 2. Pace; 3. Waters. A blind draw was conducted for the schedule of interviews; the first name drawn determined which firm would receive the first meeting time slot. The interviews will take place on Tuesday, April 1, 2014 starting at 9:00 a.m. and concluding at 4:00 p.m. at Palmetto Electric Cooperative located on Mathews Drive, Hilton Head Island, S.C. Mr. Upshaw made a motion to approve the recommendations. Mr. Joseph seconded. The motion passed unanimously.

Mr. Dallas thanked everyone for all their efforts and especially Mr. Joseph for conducting the reference checks.

7. Adjournment:

There being no further business, the meeting was adjourned at 3:30 p.m.

Respectfully submitted by Eileen S. Wilson

Approved by Carlton Dallas, Chairman