

SAN FRANCISCO PORT COMMISSION
MINUTES OF SPECIAL AD HOC SELECTION
COMMITTEE MEETING

JULY 26, 2016

MISSION CONFERENCE ROOM
1 SOUTH VAN NESS AVENUE, 4TH FLOOR
SAN FRANCISCO, CA

1. Call to Order / Roll Call

Port Commissioner Adams called the meeting to order at 3:00 p.m. The following Ad Hoc Selection Committee members were present: Port Commission President Willie Adams and Port Commission Vice President Kimberly Brandon. They were joined by Sherrill Uyeda from Alliance Resource Consulting LLC, the executive search firm conducting the recruitment for the Port Director position, Brent Lewis from the City's Department of Human Resources and Eileen Malley from the City Attorney's Office. Two members of the public were present.

2. Discussion and possible action to approve the draft meeting minutes for the April 13, 2016 Special Ad Hoc Selection Committee meeting.

ACTION: Commissioner Brandon moved approval; Commissioner Adams seconded the motion. No members of the public commented on this item. Both of the Commissioners were in favor. The minutes of the April 13, 2016 meeting were approved.

3. Discussion and possible action on the search for a new Port Director, including discussion of the recruiting efforts to date, the review process for applications, and the interview process.

Sherrill Uyeda reported on the recruitment process to date. She has received resumes from 54 applicants so far from local, national and international candidates and she expects to receive more resumes before the July 29, 2016 deadline. 22 of the applicants have been tagged for follow-up. The recruitment has included the placement of ads, invite letters and telephone calls to prospective candidates. The next steps will be screening of the candidates and scheduling interviews.

Commissioner Brandon commented that it is great that there are so many applicants for the position and thanked Ms. Uyeda for her work.

Commissioner Adams commented that he is pleased with the interest in the position from local, national and international candidates and he thanked Ms. Uyeda.

No members of the public commented on this item.

4. Closed Session

- A. Public comment on all matters pertaining to this agenda item, including whether to meet in closed session.

No members of the public commented on this item.

- B. Discussion and vote in open session whether to meet in closed session regarding the following matter pursuant to California Government Code §54957(b) and San Francisco Administrative Code §67.10(d) (Discussion and possible action).

ACTION: Commissioner Brandon moved approval; Commissioner Adams seconded the motion. Both of the Commissioners were in favor.

At 3:10 p.m., the Commissioners withdrew to closed session to discuss the following:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Title/Description of position to be filled: Port Director

- C. Reconvene in open session.

At 3:30 p.m., the Commissioners withdrew from closed session and reconvened in open session.

ACTION: Commissioner Brandon moved approval to adjourn closed session and reconvene in open session; Commissioner Adams seconded the motion. Both of the Commissioners were in favor.

- D. Possible report on actions taken in closed session pursuant to California Government Code Section 54957.1 and San Francisco Administrative Code Section 67.12.

- E. Vote in open session on whether to disclose any or all executive session discussions pursuant to California Government Code Section 54957.1 and San Francisco Administrative Code Section 67.12.

ACTION: Commissioner Brandon moved not to disclose any information discussed in closed session; Commissioner Adams seconded the motion. Both of the Commissioners were in favor.

Commissioner Adams asked if there was any additional public comment.

Dr. Caesar Churchwell commented that the closed session is in order especially when you have action items because when you bring undecided

items to the masses you have chaos. If you work it out in closed session all the “i’s” are dotted and “t’s” are crossed and all the questions are answered so he agrees to that part.

Dr. Churchwell asked if someone could explain to him the California Code provisions referenced in the agenda. Through the Chair, Deputy City Attorney Malley responded that the Government Code section refers to the Brown Act, the State’s public meeting law, and the San Francisco Administrative Code section refers to the Sunshine Ordinance, the City’s public meeting law.

Dr. Churchwell stated that the Executive Director job description is very good. For the education part, he stated that it is hard to have all of that. But for the Port Commission to make a decision, he doesn’t know how you get around that. When you choose and you have the qualifications, that is very good. He stated that what confuses him is that you might have the qualifications but you might not have all of the education part. He asked how do you work that out?

Sherrill Uyeda, through the Chair, responded that the education part of the job description is desirable but not required, so it is a very open-ended requirement.

5. **Adjournment**

ACTION: Commissioner Brandon moved to adjourn the meeting; Commissioner Adams seconded the motion. Both of the Commissioners were in favor.

Commissioner Adams adjourned the meeting at 3:40 p.m.