

To: Board of Directors - Kensington Fire Protection District

From: Brent Ives, BHI Management Consulting

Subject: May 2023 Report on GM Recruiting Efforts

Date: May 6, 2023

In January of 2023, a proposal was approved with BHI Management Consulting to begin recruiting a permanent District General Manager for the District. This report advises the Board of Directors on the status and next steps status of the recruitment effort for the permanent GM position as of the date above. In general, I am taking a moderate, yet deliberate marketing approach and am pleased with the current status.

- Conducted meetings with the special committee on certain potential candidates.
- Completed development of candidate brochure and advertisement.
- The IGM placed the advertisement on the District website and NextDoor Kensington in appropriate format with linkages back to BHI.
- I have made very constructive contact with two candidate who have come forward
- I met with committee to determine proper next steps, then did further background research on these two.

I brought the two back to the committee, and it was decided to bring the candidates to the full Board.

- We have generated 14 interested candidates over the month, several through the LinkedIn ad. I am currently reviewing all candidates, including two which have particular nexus with the position. Of these, only these two individuals merit moving forward.

- Made several calls and emails to circulate the position within my professional network.

As such, the IGM has schedule interviews with these two individuals on May 22nd. The specifics of timeframes are being worked out. I am confident that either of these two individuals are quite qualified to be your next general manager. I will send a list of interviewing questions for you to consider, if everyone chooses 5 or 6 and others you would like to use. I will then prepare and interview sheet with 12-14 questions to use on that day. We will have a short time to prepare the specifics of who asks what when, etc. and go over some basic interview protocols.

In the meantime, should you have questions please free quite free to contact me or let me know of any individuals whom I should contact about the position, please advise.

Thank you,

BHI MANAGEMENT CONSULTING

"Organizational Efficiency for Public Agencies"

Brent H Ives 4/13/2023

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