



# JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

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## Unofficial Summaries May 11, 2023

The May Special meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held on Thursday, May 11, 2023, at the JCESA office.

### ROLL CALL

Member	Present	Member	Present
Craig Simpson	Yes	Debbie Lancaster	Yes
Tricia Jackson	Yes	Tony Troxel	Yes
Nathan Cochran	No	Mike Sine	Yes
Dr. Marney Treese	Yes*	Steve Harris	No
Bryan Derrickson	Yes	Adam Watson	No
John P. Jones	Yes	Tina Lantz	No

\*Present via Zoom

### CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Simpson, with a confirmed quorum.

### PLEDGE OF ALLEGIANCE

### AGENDA ITEM

- Review of results of the information by the Selection Committee for Directors Position:
  - Jackson asked the Interview Selection Committee members who were present (Cindy Rezmer, Brittany McLaughlin, Craig Simpson, Bryan Derrickson, and John Jones) how many applications total was received, and what was the process used when reviewing the resumes/applications received.
    - Simpson said there were 17 applications received and reviewed, and it was agreed by the committee that those who were first eliminated were those who lacked training on the fire side or other required classes.
    - Jones said all applications were discussed, reviewed, and narrowed down to where 8 were chosen.
    - Jackson commented and asked; so, no phone screening of the 17 – just resume screening and resumes compared to the job posting?
    - Jones replied that the 8 who were interviewed were compared and some were eliminated based on the scoring metrics system that was used.

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- Jackson questioned and asked about the scoring metrics system, and how it was used.
  - Rezmer (County HR) stated that she observed the process, and that the scoring metrics system is a common HR tool that is used where questions are compiled to gather information on each candidate and is a standard HR hiring tool.
  - Jackson questioned the scoring metrics system not having a max score range, no listed range on the score sheet as observation.
  - Rezmer stated that there are many different HR tools out there to conduct interviews.
  - Derrickson stated that after discussion the Interview Committee decided on who would advance to the first round based on the scoring metrics system used.
  - Rezmer said that methodology– qualifications to weed out there were many, and it came down to 8 candidates to advance to the first round of interviews.
  - Jackson commented that it should not matter, that all should be given consideration based on qualifications, duties, and experience.
  - Simpson said all committee members agreed on those 8 chosen to move forward to the first round of interviews when they left the room.
- **Motion** by Jackson, 2<sup>nd</sup> by Derrickson to enter executive session at 7:11 p.m. - Motion carried unanimously on voice vote.
  - **Motion** by Troxel, 2<sup>nd</sup> by Jackson to come out of executive session at 7:56 p.m. - Motion carried unanimously on voice vote.

## ADJOURNMENT

- **Motion** to adjourn by Jackson, 2<sup>nd</sup> by Derrickson - Motion carries unanimously on voice vote. Meeting adjourned at 7:57 p.m.

Respectfully submitted by Debbie Lancaster, Secretary.

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Approved – Craig Simpson, JCESA Chairman

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Date

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