

TO: MVTA Board

Date: Oct. 28, 2015

FROM: MVTA Management Committee

RE: Recommendation regarding Hiring of Search Consultant

Requested Action

The Management Committee recommends hiring of KL2 Connect to conduct an executive search for a new Executive Director.

Background

A request for quotes was prepared and distributed by Melissa Haas, HR Manager for the City of Apple Valley. Three quotes were received. The Management Committee conducted video conference interviews of the three firms on Tuesday, Oct. 27 and Wednesday, Oct. 28. Melissa had prepared a list of questions for each candidate to answer. After the initial questions were answered, the Board was given an opportunity to ask follow-up questions and the candidates were given time for their own questions and a closing statement.

There was significant discussion among Management Committee members regarding the candidates related to knowledge of the transit industry and capacity to devote time to MVTA's needs.

KL2 Connect was selected because of their expertise in working only with the search needs in the public transit sector. They work only on behalf of the hiring firms and do not work specifically with candidates seeking employment. Celia Kupersmith will lead the search and her firm has conducted more than 120 high-level recruitments since 2007 without a single termination.

Impact

The Management Committee recommends that the Board retain KL2 Connects LLC for the executive search at a price of \$35,000 and a two-year guarantee on the hire. KL2 Connect has proposed an aggressive schedule to meet the search needs. The MVTA has funds available for this search.

Recommendation

Approve the Management Committee recommendation to hire KL2Connects LLC to conduct an executive search on behalf of the MVTA.

MINNESOTA VALLEY TRANSIT AUTHORITY
RESOLUTION NO. 15-_____

APPROVE AGREEMENT WITH KL2 CONNECTS LLC
TO CONDUCT AN EXECUTIVE SEARCH ON BEHALF OF THE MVTA

WHEREAS, Beverley Miller has been the one and only Executive Director of the Minnesota Valley Transit Authority;

WHEREAS, she has given notice to the MVTA Board of her plans to retire;

WHEREAS, quotes were requested from six firms and three responded to Melissa Haas, HR Manager at the City of Apple Valley;

WHEREAS, video conference interviews were conducted with the three consultants;

NOW, THEREFORE, BE IT RESOLVED, that the MVTA approve an agreement with KL2 Connect LLC to conduct an Executive Search on behalf of the MVTA in the amount of \$35,000 with a two-year guarantee on the hire.

ADOPTED by the Minnesota Valley Transit Authority this 28th day of October, 2015.

Chair

Attest:
