



PAMLICO COUNTY

Human Services Center

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Robert S. Johnson
Director

*DSS Board Membership: Angelo Midgette, Chair Barbara Fisher, Vice Chair
Phyllis Buck, Pat Prescott, Alma Credle*

June 28, 2016

The Pamlico County Dept. of Human Services Board met this morning in our regularly scheduled monthly meeting. This meeting was scheduled in order to plan for the orderly selection of a new Director after the retirement of Robert Johnson on this date.



Mr. Johnson answered Board Questions concerning their responsibility as far as selecting a new Director. Mr. Johnson presented the Board with several possibilities for this process which included an in-house search only and/or a search statewide through the ESC. When asked about possible in-house applicants Mr. Johnson informed the Board that there are several well qualified individuals in house who would make good Directors given the opportunity. Mr. Donnie Rooks and Ms. Debbie Green have both stated an interest. After discussion of the benefits of each method of selection the Board decided unanimously to have an Interim Director make a in-house vacancy announcement and first try to make a selection from the present staff.

It was discussed that the Board should select an Interim Director to help guide the selection process. The Board unanimously approved Deborah Jones for this position which will begin July 1 and end September 1 2016. This two month period can be increased or decreased at the Board's direction. Ms. Jones will be responsible for serving the Board as it's secretary and serving the agency in the absence of Mr. Johnson until a new Director is in place. She will be paid \$3,000.00 in addition to her salary during this two month period of time.

Ms. Jones is instructed to advertise internally for the position of Director asking for State PD 107's and Resume from potential applicants. She will be responsible for assuring all state requirements are in place and background checks are completed. She will also work with the Board Chair in setting up interviews and carrying out other instructions of the Board as related to agency business.

Ms Jones should seek appropriate interview questions from the State Director's Association; Ms. Ransome. Any other advice that the state may give would be welcome. It is felt that the process should remain as streamlined as possible.

The Board will hold interviews with all internal applicants and will seek to make a decision in a timely manner. Salary negotiations should be done in accord with the county Personnel Office as smoothly and efficiently as possible. If a decision cannot be made internally, Ms. Jones should be asked to extend the search into the State System.


Robert S. Johnson, Dir

Angelo Midgette, Board Chair

ps:It was brought up that today was Barbara Fisher's last Board Meeting. Since our new member cannot begin until September, Barbara was asked to stay on the Board until a new Director is selected. Barbara agreed to do so.