

**PORT OF NEWPORT MINUTES**

June 28, 2018

Commission Work Session

*This is not an exact transcript. The audio of the session is available on the Port's website.*

**Agenda Item**

**Audio  
Time**

**I. CALL TO ORDER .....**

0:00

Commission President Pro Tem Stewart Lamerdin called the Special Commission Meeting of the Port of Newport Board of Commissioners to order at 12:00 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

**Commissioners Present:** Walter Chuck (Pos. #1), Secretary/Treasurer Pro Tem; Sara Skamsner (Pos. #2), Vice President Pro Tem; Stewart Lamerdin (Pos. #3), President Pro Tem; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5).

**Management and Staff:** Aaron Bretz, Director of Operations; and Karen Hewitt, Administrative Supervisor.

**Members of the Public and Media:** Yale Fogarty, ILWU; George Dunkel, SDAO; and Dietmar Goebel, Newport City Council.

**I. SDAO PRESENTATION .....**

0:08

**A. General Manager Search.....**

1:38

George Dunkel of Special Districts Association of Oregon (SDAO) presented a proposal for facilitating the search for a General Manager for the Port of Newport. Dunkel presented and referred to a proposed contract and sample recruitment prospectus to the Commissioners, which were saved as the Meeting Packet for this meeting. He explained how the hiring process could unfold. Dunkel suggested reviewing the Job Description, value of the position, and the recruitment/hiring process at a meeting in the near future. The Commissioners discussed some concerns and options. The Commission asked for the Job Descriptions from 2013 and 2016 for review, and Bretz will get feedback from staff. The Commission asked staff to consider establishing an email address for the public to send their comments prior to the Work Session to be scheduled.

**B. Options for Interim General Manager.....**

43:34

George Dunkel discussed the options for first, an internal interim manager, or second, hiring an external candidate for the interim position. He presented three possible external candidates for Commission consideration. Their resumes will be sent to the Commissioners for review by email after redaction of personal information. Dunkel discussed the role that could be played by the Interim General Manager. The Commission plans to discuss this further at the Work Session to be scheduled.

C. SDAO Board Training ..... 1:05:02

George Dunkel explained some training opportunities available from SDAO, including priority planning. The Commission expressed interest in pursuing this facilitation.

The Commission will discuss the contract with SDAO to assist in the General Manager search at the upcoming Work Session. Dunkel will start putting a schedule together. The Commission discussed some things to address when reviewing the General Manager's job description.

II. **PUBLIC COMMENT** ..... 1:18:30


Dietmar Goebel commented on the contract with SDAO and the search process.


Yale Fogarty commented on the need for expediency in the process.

III. **ADJOURNMENT** ..... 1:23:15

Having no further business, the meeting adjourned at 1:24 pm.

ATTESTED:

  
Stewart Lamerdin, President

  
Walter Chuck, Secretary/Treasurer