

Minutes of the Telephonic Meeting of the
Arizona Game and Fish Commission
Monday, May 15, 2017 p.m.
Arizona Game and Fish Department
5000 W. Carefree Highway
Phoenix, Arizona 85086

PRESENT: (Commission)

(Director's Staff)

In Person:
Chairman Edward "Pat" Madden
Commissioner James R. Ammons
Commissioner Kurt R. Davis

In Person:
Director Larry D. Voyles
Assistant Attorney General Jim Odenkirk

By telephone:
Commissioner James S. Zieler
Commissioner Eric S. Sparks

Chairman Madden called the meeting to order at 3:00 p.m. Director Voyles conducted roll call. Chairman Madden and Commissioners Ammons and Davis were present in person and Commissioners Zieler and Sparks were present via telephone. There were no members of the public present. Several Department staff members were present. This meeting followed an agenda dated May 12, 2017.

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2. Executive Session

The Commission voted to meet in Executive Session in accordance with A.R.S. 38-431.03(A) (1) and (A) (3) to discuss the appointment of a new agency director and for the purpose of receiving legal advice from counsel regarding the process for hiring a new agency director.

Motion: Ammons moved and Davis seconded THAT THE COMMISSION VOTE TO GO INTO EXECUTIVE SESSION.

Vote: Unanimous

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1. Hiring a New Arizona Game and Fish Department Director.

Presenter: Diana Shaffer, Human Resources Branch Chief.

Ms. Shaffer provided a PowerPoint presentation and briefing on the process for hiring a new Game and Fish Director. The presentation included the following:

- The Commission may establish a subcommittee to work with appropriate Department personnel regarding hiring a new Director

- The Commission prepares an oral examination with scoring criteria for the post of Director to be given during an initial round of interviews
- Department personnel may be instructed to prepare or assist in the preparation of this examination; To avoid conflict of interest or appearance of impropriety, Department employees who intend to apply for the Director's post will not be involved in creating the examination
- The Department notices the position opening with a closing date
- Resumes are sent to the HR Branch Chief where they are screened for compliance with general statutory requirements; An initial list of eligible applicants are sent to the Commission for review
- The Department notices the initial round of interviews, pursuant to the Open Meeting Law; To protect candidates' privacy, the Department is not required to list the names of candidates selected for the initial round of interviews
- Candidates must be provided advance notice of their interview dates "as appropriate, but not less than 24 hours" so they may decide whether to be interviewed in Executive Session or Public Session and so notify the Department
- The Commission conducts the initial round of interviews in either Executive or Public Session and creates a final list of eligible applicants based upon examination scores and other qualities deemed advisable
- The Department notices final interviews in accordance with the Open Meeting Law; The Department is required to publicly notice the names of the final list of eligible applicants
- The full Commission interviews the final list of eligible applicants at a Public Meeting in Executive or Public Session
- In Public Session, the Commission selects the new Director.

Chairman Madden recommended that the initial interviews be held on June 10, 2017 in Payson following the regular meeting scheduled for June 9, 2017, and that May 31, 2017 be the closing date for accepting applications.

Motion: Ammons moved and Davis seconded THAT THE COMMISSION VOTE TO RECRUIT FOR INTERNAL APPLICANTS FROM MAY 16-31, 2017 AND TO HOLD THE INITIAL INTERVIEWS IN PAYSON ON JUNE 10, 2017.

Commissioner Davis stated that he wants to be clear that the initial job posting will occur and be open through May 31 and that the job posting is limited to qualified internal candidates only. This is a great message to send to the Department that is has been doing a great job under Director Voyles' stewardship and that the Commission is confident that the Department has multiple qualified internal candidates that have the ability to lead this agency into the future. This says a lot about what the Commission thinks about the Department and the professionals that reside here. Commissioner Davis also recommended modifying the motion to state that the first interviews will occur in Payson on June 10 and that those candidates will have the choice for their interview to be in the Public or Executive Sessions, and that the names of the candidates that choose to apply will not be made public until or unless they decide to have their interviews public.

Ms. Shaffer reviewed with the Commission the knowledge, skills and abilities required for the Director position (see attached draft position announcement for Arizona Game and Fish Department Director).

Commissioner Davis recommended incorporating the knowledge, skills, and ability requirements into the motion.

Amended Motion: Ammons moved and Davis seconded THAT THE COMMISSION VOTE TO RECRUIT FOR INTERNAL ONLY APPLICANTS FROM MAY 16-31, 2017 AND TO HOLD THE INITIAL INTERVIEWS IN PAYSON ON JUNE 10, 2017; AND FURTHER THAT THE INITIAL CANDIDATES WILL HAVE THE CHOICE TO INTERVIEW IN PUBLIC OR IN EXECUTIVE SESSION AND THAT CANDIDATES NAMES WILL NOT BE MADE PUBLIC UNLESS THEY CHOOSE TO INTERVIEW IN PUBLIC; AND THAT THE COMMISSION APPROVES THE REQUIREMENTS FOR THE DIRECTOR POSITION REGARDING KNOWLEDGE, SKILLS AND ABILITIES AS PRESENTED (SEE ATTACHED DRAFT DIRECTOR POSITION ANNOUNCEMENT).

Vote: Unanimous

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3. Call to the Public

There were no requests from the public to speak.

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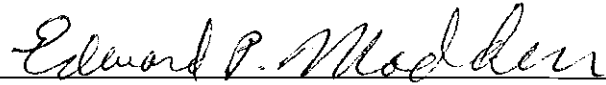
Motion: Zieler moved and Ammons seconded THAT THE COMMISSION VOTE TO ADJOURN THIS MEETING.

Vote: Unanimous

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Meeting adjourned at 4:16 p.m.

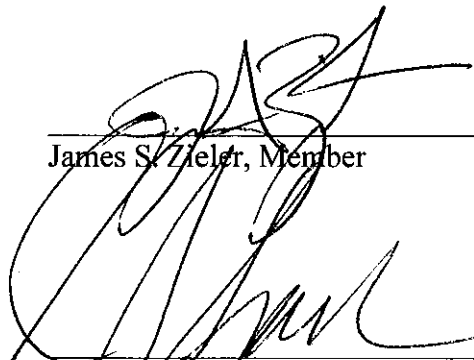
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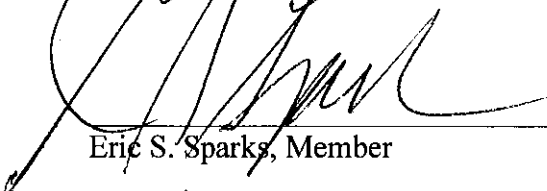
Edward "Pat" Madden, Chairman



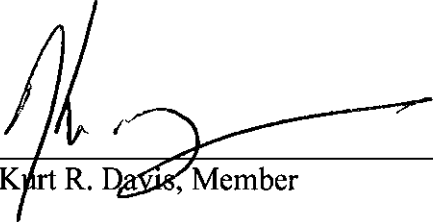
James R. Ammons, Member



James S. Zieler, Member

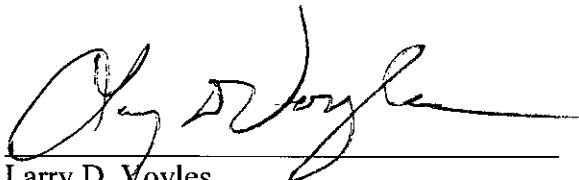


Eric S. Sparks, Member



Kurt R. Davis, Member

ATTEST:



Larry D. Voyles
Secretary and Director