

MINUTES: March 05, 2025 SPECIAL MEETING

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons
Billy Washington
Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell
Mr. Al Williams
Mr. Gary Wright

TRUSTEES ABSENT: Dr. John Grosskopf

STAFF PRESENT: Larry Akers
Rachel Collazo, Recording Secretary
Tyler Coody
Allison Finley
Aaron Frankin, Recording Technician
Mr. Rob Sniffen, Board Attorney

The meeting was called to order at 5:03 pm by Chair Lyons, who asked Mr. Williams to open the meeting with prayer and lead the pledge of allegiance.

Chair Lyons opened the meeting by announcing the commencement of the search for a new President. He emphasized the importance of maintaining transparency throughout the process, ensuring adherence to the Sunshine Law and relevant Florida statutes.

The Board members engaged in a discussion about the desired qualifications and attributes for applicants, which will guide Executive Director Tyler Coody in drafting the job posting. The group also addressed key considerations, including the application process, deadlines, salary range, educational background, experience requirements, and residency criteria.

Additionally, the Board explored the potential need for financial and personality assessments, as well as the usual background check that is completed for all employees. The option of forming a Subcommittee to oversee the hiring process was also discussed, with Counsel being asked to provide guidance on how such a Subcommittee would align with Sunshine Law requirements.

The Board requested that Mr. Coody prepare a draft of the employment posting for review and approval at the next meeting. The process for advertising the position was also addressed.

Mr. Coody was tasked with providing an overview of the potential hiring process, which could proceed through one of the following pathways:

1. Board can directly appoint.
2. Internal candidates
3. Applications external candidates
4. The BOT may want a search firm
5. Employee Services will receive applications
6. The position will be posted on NFC's website

PUBLIC INPUT

No requests for public input.

ATTORNEY TIME

Mr. Rob Sniffen advised that the desired attributes and experience for candidates could be incorporated into the qualifications or leadership statement, which would be included in the final packet. He further recommended that if individual Board members receive inquiries about the position, they should direct those individuals to the website or Employee Services to ensure fairness and consistency for all applicants. Mr. Sniffen also reminded the Board that initial applications are exempt from public records requests, and he provided guidance on how to navigate the exemption process while ensuring compliance with both the law and the need for transparency. Additionally, he suggested a timeline for the process, including key events and dates that would help guide the hiring process.

GOOD OF THE ORDER

Chair Lyons then announced that the next regular meeting will be held on Tuesday, March 18, 2025, at 5:00p.m. in Madison, FL. The meeting was adjourned at 6:33 p.m.

Respectfully submitted,


Dr. John Grosskopf
President


Ricky Lyons
Chair

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