



Montana Board of Livestock Meeting Minutes

May 2, 2018

MT Department of Livestock Board Room #319
301 N. Roberts, Helena, Montana

Board Members Present

John Lehfeldt, Chairman (sheep producer)
Lila Taylor (cattle producer)

John Scully, Vice-Chair (cattle producer)
Nina Baucus (cattle producer) – **present
by phone**

Ed Waldner, Sue Brown and Brett DeBruycker were not present

Staff Present

Mike Honeycutt, EO
Dan Olson, Centralized Services

Donna Wilham, Adm. Asst. to EO
Evan Waters, Centralized Services

Public Present

Matt Wagner
Rachel Christoferson

Brian Simonson

MEETING CALLED TO ORDER

8:06 AM

Chairman John Lehfeldt called the meeting to order at 8:06 AM

ROLL CALL

8:06 AM

- Three BOL members were present in the DOL board room, John Lehfeldt, John Scully and Lila Taylor, and Nina Baucus was present by conference phone from Utah
- Staff members Mike Honeycutt and Donna Wilham were present in the DOL board room

Mike Honeycutt reported on a few outstanding items:

- The BOL is welcome to attend the FMD exercise taking place at the DOL the following week
- The Financial Audit exit conference is tentatively scheduled for the afternoon of 5/22/18
- The Montana Beef Council has requested attendance of the BOL at a lunch during their 6/19/18 meeting

DISCUSSION OF JOB INTERVIEW PROCESSES

8:09 AM

Mike Honeycutt explained the packet of information given to each BOL member that would help in selecting a person to fill the Deputy Executive Officer position:

- Four candidates would be interviewed today
 - Each of the four candidates' resumes and information were included in the packet
 - Each candidate was asked to report to the DOL's HR Department 15 minutes before their interview
 - Each interview had been scheduled a time slot of one hour
 - All candidates were made aware that their interview is part of a public meeting
 - Each candidate would be informed that a final decision would be made at the latest on May 23, 2018
- Each candidate would be asked the same series of questions
 - Six questions, two for each BOL member present in the room, to ask the candidate, were selected from a list of nine possible questions included in the packet
 - Questions chosen covered innovation, building consensus, conflict management, financial and performance management
- Each BOL member and Mr. Honeycutt would fill out an official score sheet that utilized a rating scale of zero to three
 - Three meant the candidate's answer exceeds what is required for the question
 - Two meant the candidate's answer meets expectations for the question
 - One meant the candidate's answer has hit some key points, but not all
 - Zero meant the candidate's response is unacceptable
- All scoring sheets and notes taken by the BOL members and Mike Honeycutt would remain at the DOL in an interview file for each candidate

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RECESS

9:05 AM

RECONVENE

9:53 AM

INTERVIEWING OF POTENTIAL DEPUTY EXECUTIVE OFFICER CANDIDATES

10:00 AM

10:00 AM – Matt Wagner

Question: Briefly introduce yourself and what attracted you to apply for this position:

- Matt Wagner said he was originally from Havre and now works in the Construction Contract Administrative Section of the Montana Department of Transportation in Helena
- Mr. Wagner said he has been a CPA since 2009 and comes from a fourth or fifth generation line of cattle ranchers

Question: One of the things industry faces, like everybody else is embracing technology and doing things in a more efficient way than what we've been accustomed to in the past. Can you give an example of changes you were able to introduce in your existing position that benefitted and created efficiencies for your stakeholders? How did you manage those kinds of projects as you engaged them?

- Mr. Wagner said his budget is about \$300 million/year for managing the heavy highway construction contracts with 200 active projects at any one time
- His section has embraced sending much of their documentation to stakeholders electronically rather than by paper
- In terms of progress estimates, most of the contractors have moved to direct deposit payments so that they can receive their payments within a day rather than a week – bid items are emailed to the contractor the day before payment goes out
- Staff time has been reduced because they can search the pdf files of information immediately rather than leafing through paper files.
- At the end of 2017, Mr. Wagner said his section was told that paper copies of accounting records would no longer be accepted and the move to an electronic process needed to be completed in 30 days. That deadline was met.
- Electronic approve stamps were set up to do away with a wet signature used on paper copies

Question: The position of Deputy Executive Officer is a position of influence and leadership. And, a reputation of credibility and integrity are qualities that assure the success of this position. Give us an example or examples of how you model high standards of honesty, integrity and trust and openness at work.

- Mr. Wagner said he has an open-door policy with his staff and he tries to touch base with them weekly
- There are no regular staff meetings held because it is a small staff, but Mr. Wagner says he works with his staff to identify errors. Because most projects are Federally-funded, Mr. Wagner stresses to his staff the importance of accuracy and the possibility of the denial of project charges if there are errors made

Question: Part of this job is building consensus and conflict management within this because we manage a lot of different areas. The livestock industry has many constituents with competing interests. The DOL serves the livestock industry and is a uniting force for the producers across the state. Give an example of a highly-charged

conflict which you have been involved in. What techniques, strategies and behaviors did you employ to diffuse and resolve the conflict? Specify in your answer the entities that were involved and what steps did you take and what was the outcome?

- Mr. Wagner said during his time working for the accounting firm Galusha, Higgins & Galusha in Havre, during an audit that he and an audit partner completed for a local hospital, issues were identified what was truly collectible. There was some potential gray area in what gap accounting said was correct. Although the CEO was not happy with the findings, in working with him, it was decided that the hospital's numbers should be recalculated and brought closer to the numbers calculated in the audit. In the end Mr. Wagner said he and his audit partner ended up getting full support of the CEO and the board in terms of the audit

Question: I want to make it clear in dealing with financial issues. Can you give us a project or a process that you implemented or had to use that performed cost accounting analysis, relative to the cost of products, margins, pricing, that kind of arena? And then, when you did that, if you have done that, how did you incorporate that into any kind of budget process, cost accounting methodologies and how you applied it, examples and how do you transfer that into a budget analysis?

- Mr. Wagner said that most of the accounting done in his current position is cost accounting with an accounting system that allows tracking by project and agreement and then by phases of work
- Budgets for projects are always monitored and reports are constantly being run to verify that charges hitting those projects are accurate
- Tracking equipment, including purchase price, maintenance, depreciation, repairs, licensing, life costs and any additional costs have been set up in a system that divides it by project and allocated by whether it is Federal or State monies paying for it
- Signs are also used on various projects and monitored for each project

Question: Obviously, in your business, you have had to generate a lot of accurate reports, just like this position will be required to do. Could you give us a little more knowledge, based upon your experiences, relative to monitoring budget processes? Could you go through it departmentally, etc.? And then, how do you work with the other managers or other people in your organization to understand the operation and financial impacts of those operations and give us a feel for a budget discussion arrival at decisions and how you go about doing that? You can include the discipline to manage the budget.

- Mr. Wagner said the contractor payments that are usually allocated by the Legislature are typically around \$300 million/year. Around 87% of the contractor payment budget is Federally funded
- Contractor payment projections are made at the beginning of the year for each project and then again every quarter for the remaining portions of the year Supplies and equipment budgets are also monitored quarterly
- Project managers are communicated with for each project throughout its duration

Question: In your current job, how do you work with your employees? Tell us about a time you had to work through a serious issue with an employee and what methods did you use and what was the outcome of the situation?

- Mr. Wagner said he does annual performance appraisals for each of his employees evaluating them on their amount of work, if that work is getting done, if there are issues, complaints. He does not evaluate with hard numbers because he says things change and things happen, evaluating on quality of work rather than quantity of work
- When an employee retired last year and position wasn't filled, Mr. Wagner said one employee fought back against him for being assigned new duties
- Mr. Wagner talked with the employee and sent her to extra training and worked personally with her on these new duties. She has, since then, come around and improved on the previous employee's duties, making things faster and more efficient

Followup Question: Do complaints come into you from contractors or are you the one that gets the complaints or does someone else?

- Mr. Wagner said that he receives complaints regarding sub-contractors not getting paid by their prime contract that can get kind of heated at times
- Mr. Wagner said that when there are small businesses that run on shoestring budgets not getting paid his area does what they can to help them get paid, but he feels like a bad guy when he says I can help you, but I really don't have the advice to say if you're going to get payment or not

Question: How does this job fit in with your overall career plan?

- Although Mr. Wagner is a CPA for the DOT, he would like to move up and get to know different parts of State government
- With his family still involved in ranching, he would like to have a job that stays in that arena and said he would do his part to promote it

Question from Mr. Wagner: Is there much travel or any travel with this position:

- Mike Honeycutt said it would be less than 20% travel and that would be to public and stakeholder meetings in the state and to places to work on processes with constituents and stakeholders

RECESS

10:46 AM

RECONVENE

11:00 AM

INTERVIEWING OF POTENTIAL DEPUTY EXECUTIVE OFFICER CANDIDATES - CONTINUED

11:00 AM

11:00 AM – James (Evan) Waters

Question: Briefly introduce yourself and what attracted you to apply for this position:

- Evan Waters said he was originally from the HiLine, born in Malta and raised on the tractor, with livestock and horses

- Mr. Waters said he wants to help protect our resources so everyone around the world can be fed and he wants to be an assistance to help this industry

Question: You know full well the need for government and the industry to embrace technology is upon us and contributes to our success we have in this position and elsewhere the obligation to identify new and efficient cost-cutting processes and methodologies. Could you give us some feeling for what efficiencies or cost-cutting measures or savings projects that you've employed to better serve your stakeholders and then, how did you manage that project to the end and what was the outcome?

- Mr. Waters said in his former position at a CPA firm in Malta, he worked with the remote IT person for their company, who was in Glasgow. Mr. Waters said he would train people at CPA firm on new programs and installed new equipment
- In his own individual practice Mr. Waters said he utilizes new programs and software to improve efficiency

Question: The second piece of the puzzle is that oftentimes when you take on technology or efficient cost savings research, it is through a project. Can you give us some feel for what project activity that you might have engaged in the past and how you handled it and what the outcome of it was?

- Mr. Waters said he helped create a process for incorporating new accounting software that would help make importing numbers for audits faster at the CPA firm where he was previously employed

Question: The position of Deputy Executive Officer is a position of influence and leadership. A reputation of integrity and credibility are qualities that are critical to the success of this position. Give us an example or examples of how you model high standards through honesty, integrity and openness at work

- Mr. Waters said that he had just last month attended a required ethics course, part of the continuing education for CPAs. He said he attends them each year
- If there is an issue, Mr. Waters said that openness of having communication, transparency of all transactions, not trying to hide anything and the appearance of ethical transactions and ethical behaviors is paramount in the success of that

Question: Building consensus and conflict management. The livestock industry has many constituents with competing interests. The department serves the livestock industry and is a uniting force in the state. Give an example of a highly charged conflict you were in and what techniques, strategies did you employ to diffuse and resolve the conflict. Be specific in your answers. What entities were involved? What steps did you take and what was the outcome?

- Mr. Waters said there was conflict with a tribally-owned corporation who were building fuel systems for the Federal government.
- The conflict was in how they were calculating their percentages that it was complete. As an auditor, Mr. Waters tried to communicate that it should be on time and a dollar
- After discussion with their CPAs and management a resolution was reached

Question: On finances. Can you give us a feel of a project where you completed, performed cost analysis and arrived at an appropriate pricing level for anything, really. And, what steps and methods did you do to do that? And, then after you did it, how did that relate, if it did, to any budgetary preparation?

- Mr. Waters explained how he completed a milk inspection cost pricing schedule by allocating expenses to bring in what the true cost is of the Milk and Egg Inspection Program

Question: The Deputy Executive Officer position has to generate accurate reports for the BOL so the rest of the organization will know what is in the budget and then manage monitoring of that and manage others within the organization to respond to it. What budget monitoring processes do you currently use? And, how do you ensure the budget reports are understood by various audiences. And then, how do you handle tough conversations with others based upon management decisions that require budget discipline?

- Mr. Waters aid the process he uses to set up budgets is to set it up on prior year's history, operations and past expenses
- Once that budget is set, Mr. Waters said it is approved and reports are run monthly and bi-monthly on the State computer system where they are then put into a program that he has created that breaks it out by division and down as far as bureau in most areas of the DOL
- A projections system is used that compares what the total budget is and projects what it is going to be. Discussions are held with managers of those divisions or bureaus if projections show they are over their budget to see where money can be saved to hold expenses down

Question: In your current job, how do you evaluate your employees? Tell us about a time you had to work through a serious performance issue with an employee and what methods did you use and what was the outcome from that?

- Mr. Waters said in his current position, a semi-annual evaluation system is used where employees set up goals and then they are evaluated at the end of the year.
- He said the crew he has do their jobs well and that two new people were just hired in the past six months, so he has not had to take any disciplinary actions
- In a previous job, there was an employee who was continually late to work, even after having several coachings and talkings. Mr. Waters did terminate the employee

Followup Question: Do you have complaints come to you and if you do, how do you handle them?

- Mr. Waters said that when complaints come in, if it can't be handled with staff he visits with the client, customer or constituent to make sure it is a legitimate complaint. If it is something that the DOL is doing, Mr. Waters said he takes care of it with them and then goes to find out what is happening at the personnel level

Question: How does this job fit in with your overall career plan?

- Mr. Waters said that this position is really a big part of his life, part of his heritage, who he is, working with agriculture folks, livestock. He said the DOL feels like a place a person can do well and he feels they are doing something great for the community and it is something he would like to do for a long time

LUNCH
11:27 PM

RECONVENE

12:57 PM

INTERVIEWING OF POTENTIAL DEPUTY EXECUTIVE OFFICER CANDIDATES – CONTINUED

12:58 PM

12:58 PM – Brian Simonson

Question: Would you please briefly introduce yourself and what attracted you to apply for this position?:

- Brian Simonson said he and his wife grew up in Havre. He retired after 20 years in the Navy as a Lieutenant and a Commander in the Logistics arena. He is the CFO and Vice-Chancellor at MSU Northern
- Although his “dream job” is as Vice-Chancellor at MSU Northern, he is looking to join his wife in Helena who had been working for 3.5 weeks at Fort Harrison in Helena
- Staying in the State financial arena is important to him

Question: As you well know, the background in what you’re doing now, the government and livestock industry has been tasked to become more efficient in many different ways, technology. Could you identify for us your experience and how you managed the cost-effective, cost-efficient approach. Some process or some objective and how you folded that into your budget in that process. Project management. How do you engage project management, looking for outcomes, working with others, etc?

- While in the military Mr. Simonson was part of a major revamp of the material handling, financial and personnel issues with going to a new ERP system
- Mr. Simonson said he is in charge of the IT Department, bookstore, food service, financials and those have all been upgraded for management purposes and customer service portals
- Mr. Simonson, as CFO, stays abreast of trends, best practices to stay in good communications with other CFOs and areas of concern, watches what the State and Federal government are doing in the area of finance, capitalize on that and see if resources can be secured that way
- When Mr. Simonson began at the college, the food service was losing about \$300,000 per year and being compensated for by housing. Through menu changes and adding a choice in meal plans, the program has brought that loss down to \$50,000 per year
- Housing has been upgraded and security has been increased

Question: The second part of it was the project management. How do you approach project management?

- Mr. Simonson said when he came on board at Northern, he replaced someone who had been in the position for 25 years. Mr. Simonson said he developed credibility by standing at the Budget, Facilities Planning and Computer Fee Funding Committees. He managed and chaired those committees and drove the agenda.

Question: The position of Deputy Executive Officer is a position of influence and leadership and a reputation for integrity and credibility are qualities that are critical for success in this position. Give us examples or an example of how do you model high standards of honesty, integrity, trust and openness at work.

- Mr. Simonson said in the military things were very transparent with knowing where resources are going, but in Higher Education he said he has had to be courageous enough and honest to the stakeholders and community, the legislators and faculty, regarding finances. He said as a CFO he has had to be a naysayer on funding projects, but has worked with those people to help find funding sources

Question: Building consensus and conflict management. The livestock industry has many constituents with competing interests. The department is a uniting force for the livestock industry and is a uniting force for the producers across the state. Give an example of a highly-charged conflict that you have been involved in. what techniques, strategies and behaviors did you use to resolve the conflict? Be specific in your answer. What entities were involved? What steps did you take? And, what was the outcome?

- Mr. Simonson said working with the Deans of two colleges on the Northern campus when he first started his position there, he had no granularity for purchases made in either college. After receiving a go-ahead from Northern's Chancellor, Mr. Simonson helped incorporate the Banner System which afforded major changes and transparency in the finances at Northern, allowing them to do profitability and productivity analysis

Question: Can you give us an example, maybe in a little more detail, of what you talked about a little bit, about how you went about the practice of cost analysis and what led you into your burrito activity. I would suspect and part of that cost process and pricing after that. And, maybe give us a little bit more, after doing that cost analysis, move that into budget consideration. What process did that take? How did you do that?

- Mr. Simonson said that in 2015, the college switched to a cost of education funding from an FTE-based State funding rate and corresponding tuition rate. This also included some shifting from State to auxiliary to grant funding.
- With the change to cost of education funding, Mr. Simons said the college can't differentiate itself anymore based on tuition and fees. So, we're going after another area when recruiting

Question: The other piece of the financial puzzle. Some of it you've already talked about as well. This position is obviously going to be responsible for generating accurate reports to the staff and to the board. The budget monitoring processes. You have other managers in your institution that may or may not agree with what you have to do. Can you give us a sketch again, about some pieces of the budget process, a manner in which you hold others accountable and how you communicate with those that might not agree and how you maintain that discipline over time?

- Mr. Simonson said that in the weekly executive meetings of the core leadership he produces a monthly report that emphasizes change and movement and areas of concern or success.
- In the budget advisory monthly meetings that he chairs, Mr. Simonson said covers much of the same things, and gives a comprehensive view of where the institution is and where some of the problems are

- Mr. Simonson said he spends a lot of time during normal working hours in conversation with those in the office and because of that, he said he spends a lot of extra time at work getting his work done

Question: In your current job, how do you evaluate your employees? Tell us about a time you had to work through a serious performance issue with an employee and what methods did you use, and what was the outcome of the situation?

- Mr. Simonson said that the college uses the industry-standard evaluations that set up goals for a year and then evaluation of the goals set the previous year
- Mr. Simonson said that he meets monthly with all of his department and division heads in one meeting but remains in pretty good communication with them every other day as individuals
- One incident with a 20-year employee involved in a reported theft of copper piping that had been discarded in a building upgrade. The report ended up not being fully true after checking into the situation, and after a sit-down lunch with that employee, things were corrected

Question: You obviously have probably answered this. You have a lot of complaints come to you. As you get complaints, how do you deal with them?

- Mr. Simonson said that he makes mistakes. He said when a complaint comes his way, he adjusts his behavior for whatever sensitivities there are and that he walks through for example, the Math Department, with the head of the Math Department to discuss the complaint

Question: How does this job fit in with your overall career plans? I think that has been somewhat answered.

- Mr. Simonson said he is not retiring anytime soon and that the salary range for this job fits in and works with what his wife is doing and for him
- He does not plan on using this job as a stepping stone

Question from Mr. Simonson: when I see that the DOL is one-time-only funded, it generates a question for me as far as the longevity of this institution

- Mike Honeycutt said the DOL is no longer one-time-only funded, but to the credit of staff and the BOL, in the 2017 Legislative session, the DOL was re-established

Question from Mr. Simonson: Where did you come from? I assume that one-time-only means you branched off from somewhere else.

- John Scully said one-time-only came about as a result of failing to engage the results of multiple audits and a whole combination of interpersonal issues, budget issues and cash management. But the integrity process began when the industry came together and formed their committee to understand what had taken place and provided good insight and support for the DOL

Question from Mr. Simonson: Staff might be my only other question I really have besides the hire date and all that sort of thing. I am wondering about the different sub groups in the DOL and I am wondering about each of their accountants or bookkeepers

- Mike Honeycutt said the DOL has about 140 FTE total, but all financial operations are centralized
- Question from Mr. Simonson: Are you going through RMTD for insurance, an in-house?
- Mike Honeycutt said, mostly all yes

2:09 PM – Rachel Christoferson

Question: Would you please briefly introduce yourself and what attracted you to apply for this position?:

- Rachel Christoferson said she has been involved in ag and livestock her entire life, and as a CPA, she said the position combines her whole life background and current career

Question: As you know, in your position, government activity, industry and technology is moving us in a lot of different directions. We have to embrace it and explore new avenues to create success and new avenues to create efficiency and cost savings. Could you give us maybe an example of a change that you introduced that has made previous operations more efficient, more effective or cost-saving activity? And then, secondly, after you manage that, tell us how you manage projects, from a project management standpoint,, and put that project into your budget?

- Ms. Christoferson said that in several places she has been upgrading to paperless technology that has saved time, money and storage space and helps a lot with efficiency

Question: The project management issue, maybe how you managed the project and how you approached it, and the results.

- Ms. Christoferson said that sitting down with who is involved and asking for input, finding out needs and getting committees together is used with bigger projects

Question: The position of Deputy Executive Officer is a position of influence and leadership, a reputation for integrity and leadership are the ability and qualities critical to the success of this position. Give us an example or examples of how you model high standards of honesty, integrity, trust and openness at work.

- Ms. Christoferson said you have to show up, support your staff, be honest, straightforward, accept feedback and have the really tough conversations with people.

Question: Building consensus and conflict management. The livestock industry has many constituents with competing interests that service the livestock industry. A uniting force across the state. Give an example of a highly charged conflict that you have been involved in. What techniques, strategies and behaviors did you employ to diffuse and resolve the conflict? What entities were involved? What steps did you take and what was the outcome?

- Ms. Christoferson said that during a very large audit for a hospital she was doing when working for a CPA firm, due to a lack of communication there was a misunderstanding about when audits for certain branches would be completed. After a sit down and discussion a consensus on a time frame was made and people ended up happy

Question: A couple things having to deal with the financial end of what we have to deal with. One of the things we have to take a look at is cost and pricing activity. Can you give us some kind of an example of how to perform cost analysis relative to either product or goods or services, how you would arrive at particular price points and any other methodology and then take the next step and take that into a budget process for the preparation of your budget

- Ms. Christoferson said in the housing authority she works for now, in managing housing units for HUD and MBOC, cost of products, staff time, office space,

postage, figuring out what cost really is for each of those for a year and projections for the following year and why must be figured with the budgets

Question: Obviously, this position will generate reports to the BOL and other staff members relative to outside individuals, relative to how we're handling things and performing against the budget. What type of budget monitoring process do you use now and then, when you have to deal with budget issues with your managers and their individual impacts, which may be difficult on some occasions because of the budget, how do you handle those conversations? What kind of process, monitoring process, what happens when it doesn't work, how do you handle the conflict between various other employees?

- Ms Christoferson said in their big budget process, the budget for the next year is created and then gone through with the managers and executive director. Prior year budgets are also brought into the process for comparison
- This year, there was a lot of snow removal costs that brought up the consideration of contracting that out in future years
- Staff retention is important always, according to Ms. Christoferson because nothing costs more than retraining employees with turnover

Question: In your current job, how do you evaluate your employees? Tell us about a time you had to work through a serious performance issue with an employee. What methods did you use and what was the outcome of the situation?

- Ms. Christoferson said that in her current place of employment, it is a once-a-year evaluation that had basically considered things employees weren't doing right and never looked at their special skills

Follow up Question: If you have complaints that come to you directly, how do you deal with those?

- Ms. Christoferson said that when she supervised front desk staff when complaints would come in, she would look up the type of documentation, talk to the employee or anyone else involved, check client files and then when the client was spoken to about their complaint, it was found a lot of times, that the complaint written down wasn't what was upsetting them
- Staff training was used to help deal with irate people helped customer service
- Letting clients know how they are appreciated and how the staff was there to serve them, according to Ms. Christoferson helped a lot

Question: How does this job fit in with your overall career plans?

- Ms. Christoferson said it fit really well because she is already on the PERS plan and she'd like to stay in a place for 20 years so she can enjoy, grow and become a part of it.
- She said that they are moving to Helena and that this job would be one she would never get bored of and that she appreciates working for a group known for hard work, integrity and being straightforward and take-care-of business
- Question from Ms. Christoferson: Where do you see the BOL and the whole DOL going like in the next couple of years and long range? What are the true goals you guys are heading for?
- John Lehfeldt said the DOL has been a substantial part of the economic engine in the State of Montana and he doesn't see it changing. He sees it as a great

opportunity for individuals in the agriculture industry to participate within State government

- John Scully said even with industry changes and becoming more technology-driven, services, such as identification, disease management and public health issues will remain and it will be important to have financial data so the department can fight for their seat at the table for funding
- Lila Taylor said the DOL is going up after going down for a while
- Nina Baucus said, the DOL is responsible for the health of the livestock industry and human health and that needs to be taken seriously. Even with financial difficulties the DOL is headed in the right direction
- Mike Honeycutt said there is much more demand for technology-driven solutions and real-time answers in traditional inspections and the DOL is still playing catch up in that. The DOL still fights for its piece of the financial pie. There is a lot of transition and we are just starting it

Question from Ms. Christoferson: I was wondering, just kind of looking through and going, okay, which part is it hiding in? It looks like the general fund doesn't pay that much or your budget compared to a lot of places. It's fee-based. It is service based.

- Mike Honeycutt said 60% of DOL budget is fee or tax-based

Question from Ms. Christoferson: Is there any opportunity to increase Federal funding?

- Mike Honeycutt said, we always hope for that, although the piece of that Federal pie is getting smaller as well

Question from Ms. Christoferson: Do you have to go through your State agency or hierarchy or can you go directly for them?

- Mike Honeycutt said all of the cooperative agreements are directly with the Federal agencies

Question from Ms. Christoferson: Is there a non-profit arm or some other part of the DOL you could go to for grants:

- Mike Honeycutt said the DOL has no non-profit foundation or spin-off

Question from Ms. Christoferson: So, what exactly do you see the position doing?

What do each of you want to see it do?

- John Scully said the position title came from the Legislature but the job description is written for sort of a CFO position. It would also involve project management, business management and project issues and also legislative and public inquiry
- Lehfeltdt said the financial end is going to be a weighty part of the position and taking some off of Mike's shoulders so he can go in other directions
- Lila Taylor said project management is a big part
- Nina Baucus said budget management, people management and budget management
- Mike Honeycutt said it involves operating in the CFO role as direct oversight for the Centralized Services Division and externally working with the Office of Budget Planning in the Governor's Office and the Legislative Fiscal Division and the Legislative Audit Division

PUBLIC COMMENT ON NON-AGENDA ITEMS

2:55 PM

Chairman Lehfeltdt called for public comment twice. He received no requests

SELECTION OF DEPUTY EXECUTIVE OFFICER

8:02 AM

Mike Honeycutt explained to the BOL that the originals of the scoring sheets from each member and his own, would need to remain at the DOL. Once the sheets were tallied by him, it would be up to the BOL members present to decide whether or not action would be taken on selecting the Deputy Executive Officer that day or at a later date

RECESS

2:59 PM

RECONVENE

3:15 PM

SELECTION OF DEPUTY EXECUTIVE OFFICER - CONTINUED

3:15 PM

Mr. Honeycutt revealed interview score sheet results from the four BOL members and himself:

- Three votes were cast for one candidate and two votes were cast for two different candidates
- Looking at second-choice voting, the two people whose votes were cast for two different candidates had selected the same person for their second choice, and that choice was the same person that had been chosen as a first-choice candidate of the other three people voting
-

MOTION/VOTE

3:21 PM

Lila Taylor moved that the BOL offer the Deputy Executive Officer position to the person with the three first place votes and that also had the two second place votes. John Scully seconded. The motion passed.

It was decided to not reveal the name of the chosen candidate until another time

MEETING ADJOURNED

3:23 AM


John Lehfeldt, Chairman