

## Board of County Commissioners Agenda Request

**Date of Meeting:** March 17, 2009  
**Date Submitted:** March 13, 2009  
**To:** Honorable Chairman and Members of the Board  
**From:** Bud Parmer, Interim County Administrator  
Arthur Lawson, Sr., Assistant County Manager  
**Subject:** Presentation and Approval of the Final Rankings of the County Administrator Candidates

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### **Statement of Issue:**

This agenda item presents the Board the final rankings of the top five candidates for the County Administrator position and seeks Board direction on final selection of the successful candidate.

### **Background:**

On December 23, 2008 the County Administrator position was advertised and closed on January 30, 2009. There were a total of 100 applicants who applied for the position of County Administrator. Out of the 100 applicants, 31 met the minimum qualifications. Staff was directed to screen the list of eligible applicants down to nine. Those nine applications were given to each Board member to rank their top 5 applicants. At the March 3, 2009 Commission meeting, the Board was presented with the cumulative ranking of the top five (5) applicants. Those applicants were as follows:

- Ronald McLemore
- Walter Munchheimer
- Jeffery Naftal
- Robert Presnell
- Johnny Williams

The Board accepted the top five applicants, and authorized staff to schedule individual interviews with each applicant on March 10, 2009.

### **Analysis:**

Each Commissioner conducted individual interviews with each of the five candidates. Commissioners evaluated each candidate and ranked the candidates overall qualifications

for the position. There were twelve areas that were rated. Each area was rated based on the following numerical rating system.

5 – Exceptional; 4 - Above Average; 3 – Average; 2 – Satisfactory; 1 – Unsatisfactory

The Commissioners individual ratings of each candidate were submitted to the Assistant Manager to calculate the cumulative ranking. The cumulative ranking of the five applicants is attached. Based on the Commissioners ratings the final rankings are as follows:

1. Jeffrey Naftal – 247
2. Robert Presnell – 228
3. Ronald McLenmore – 207
4. Walter Munchheimer – 196
4. Johnny Williams - 196

The Board should decide whether or not to accept the top ranked candidate as the applicant to begin negotiations with for the Administrator. If the Board decides not to accept the top ranked candidate, staff request directions from the Board on the process of selecting the new Administrator moving forward.

**Fiscal Impact:**

Fiscal impact cannot be determined at this time until a candidate is selected and a contract is negotiated.

**Options:**

1. Board direction

**Recommendation:**

Option 1:

**Attachment:**

1. Final Candidate Rankings

Final Candidates Rankings

Candidates	Ronald Mclemore	Walter Munchheimer	Jeffrey Naftal	Robert Presnell	Johnny Williams
Evaluation Criteria					
Educational Background	19	20	23	13	20
Prior Work Experience	20	19	20	19	18
Technical					
Qualifications/Experience	19	17	21	16	16
Verbal Communication	17	17	22	19	17
Candidate Enthusiasm	17	17	19	23	14
Knowledge of Company	12	12	20	25	12
Teambuilding/Interpersonal					
Skills	16	16	22	19	16
Initiative	18	16	20	19	15
Time Management	18	17	20	18	18
Customer Service	16	16	21	21	17
Salary Expectations	19	13	20	19	19
Overall Impression	16	16	19	17	14
Rating Totals	207	196	247	228	196