



Greg Buckley <grebuc@two-rivers.org>

Executive Search Services Interview Results

1 message

Scott Stechmesser <sstechmesser@two-rivers.org>

Thu, Nov 14, 2024 at 1:47 PM

Bcc: gbuckley@two-rivers.org

Hello Adam, Bonnie, Mark and Greg,

As you know last week Wednesday, November 6, Mark, Greg and I met and interviewed the Executive Recruitment Firms of MGT and Public Administration Associates (PAA).

While both firms did a good job presenting their case on why they would be a good fit for the City of Two Rivers, and both sharing similar strategies on recruitment, one of the firms stood out to us. After some discussion after the last interview we are recommending Public Administration Associates (PAA) for the reasons below.

1. Professional attitude with a personal feeling.
2. Presentation incorporated questions that Greg sent to them days before the presentation. MGT was not prepared to answer the questions.
3. Cheaper cost.
4. Both representatives from PAA have done the process before as candidates.
5. They provide sample questions to the council on common questions to ask.
6. Recommend different personality/intelligence tests to help identify the right candidates.
7. Provides videos of the candidates to the city to help narrow down the field.
8. Does not recommend anyone who has not served as a City Manager for 2 years minimum.
9. Interview members of council, department leaders and community leaders to get an understanding of what we are looking for in a city manager.
10. Long list of references.
11. Knows this area of Wisconsin and what to look for in candidates.
12. Better success rate.

Some questions that we asked and PAA's answers:

1. How many candidates do they provide to the city? Anywhere between 25-40 to start, and then narrow it down from there.
2. When should the city begin the process? Start in late February/early March to have the person hired and to allow 3-4 weeks of overlap with the new and current city manager.
3. How long does recruitment (find the candidates) take? Typically 4 weeks.
4. What kind of relocation package would be recommended? Depending on the candidate and how far they are moving, anywhere from \$5,000 to \$20,000

With their experience locally, strategy, and commitment to find the best candidate, we unanimously agreed that PAA was the best firm for the City of Two Rivers.

If you have any further questions please let one of us know.

Thank you for your time,
Scott

**CITY OF TWO RIVERS
JOINT MEETING OF THE CITY COUNCIL PERSONNEL AND FINANCE COMMITTEE
& CITY MANAGER RECRUITMENT AND SELECTION COMMITTEE**

Wednesday, November 6, 2024

6:00 PM

3rd Floor City Council Chamber – City Hall

NOTES—Not Minutes, as there was not a quorum of either committee present

Call to Order

N/A

Roll Call

Personnel & Finance Committee members present: Mark Bittner. Absent and excused: Bonnie Shimulunas and Adam Wachowski.

City Manager Recruitment and Selection Committee members present: Mark Bittner and Scott Stechmesser. Absent and excused: Bonnie Shimulunas and Adam Wachowski.

It was noted that there was not a quorum of either committee present for this posted meeting. In the absence of a quorum, the members of the two committees proceeded with the activity listed as Agenda Item 3: Interviews with City Manager Selection Firms: MGT Consulting and Public Administration Associates. It was noted that committee members Shimulunas and Wachowski, in communicating their unavailability for this meeting, had expressed support for proceeding with the interviews.

Also present were: Council member Doug Brandt, residents Andre Robitaille and Curt Andrews.

Interviews with City Manager Recruitment and Selection Firms

Shortly after 6:00 PM, David DeAngelis, Senior Consultant with MGT, joined the meeting via video conferencing. He made a presentation regarding his firm's history and experience in public sector executive recruitment and addressed MGT's approach to such an assignment, as well as MGT's proposed fees. He addressed some of the questions that had been provided to MGT in advance of the meeting by City Manager Buckley (shared with the committee members). A question and answer period with the committee followed. The interview concluded around 6:55 PM.

Shortly after 7:00 PM, Kevin Brunner and Darrell Hofland of Public Administration Associates joined the meeting via video conferencing. Their presentation also addressed PAA's history and experience in public sector executive recruitment, addressing their approach and methodology and proposed fees. They also addressed the questions provided to each of the consulting firms in advance of the interview. A question and answer period followed. The interview concluded around 8:00 PM.

Discussion and Recommendation

The three City Council members present each wrote down their preferred firm for this assignment, based on the proposals and interviews. They were unanimous in expressing a preference for Public

Administration Associates, while acknowledging that either firm could serve the City well in this assignment.

Among the considerations cited for recommending Public Administration Associates were:

- The firm's extensive work experience across Wisconsin
- Quality and thoroughness of PAA's answers to the questions provided to each consultant in advance of the interviews
- Proposal includes development of a short video on the community and the position to aid in outreach
- PAA's experience in involving department heads and members of the community, both in developing a position profile and in providing the City Council with feedback on finalist candidates
- Availability of supplemental testing/assessments for finalist candidates
- Slightly lower cost than the competing firms

There was consensus to present a recommendation to the City Council to proceed to contact with PAA for the upcoming City Manager recruitment and selection process.

THERE WAS NO DISCUSSION OF THE OTHER ITEMS LISTED ON THE AGENDA THAT HAD BEEN POSTED FOR THIS MEETING.

The session concluded at approximately 8:30 PM.

Greg Buckley

City Manager

Two Rivers City Manager Executive Recruitment Services

November 6, 2024

Kevin Brunner and Darrell Hofland
Public Administration Associates LLC-
Whitewater, WI

City Manager Executive Search Partnership

Public Administration Associates

City of Two Rivers



**TWO
RIVERS**
WISCONSIN

Three Objectives Today

- 1. Overview of PAA History/Values
- 2. Explain PAA Process for Executive Recruitment-Address Two Rivers Questions
- 3. PAA Pricing of Services

PAA History and Values

- Founded in 1998 by Dr. Steve Hintz, Bill and Denise Frueh
- PAA is predicated upon providing high quality but affordable executive recruitment and municipal consulting services to small communities (3,000 to 30,000 population is our sweet spot) in Wisconsin and the Midwest
- Promote the highest standards of professionalism in local government management and the ICMA Code of Ethics
- Number of professional city, county, village and town administrators in Wisconsin has risen from approximately 40 in 1985 to over 350 in 2024 (Much of that growth has been due to Dr. Hintz and PAA's promotion of the local government management profession)

PAA Performance

- Have conducted over 450 CAO and/or Department Head recruitments in Wisconsin in the last 26 years
- 200+ Wisconsin municipal clients (60-70 Served Annually)
- Approximately 60% of our municipal executive search clients are repeats
- Since its inception, PAA has provided a guarantee of its recruitment services (if the person selected by the governing body does not work out in the 1st year of employment, PAA will come back and conduct the subsequent recruitment of a replacement for free...we have only had to honor that guarantee three times in 26 years-99% Success Rate)!
- Continuous Improvement in our Services and the Recruitment Process

PAA Recruitment/Selection Process

- Step Through the Two Rivers Proposal-Address Two Rivers' Questions
- Video Position Announcements Via Social Media Platforms
- Detailed Reference Reports (4-5 pages in length) Provided at Semi-Finalist Stage
- Assessment Center Approach to Selection (Variety of Exercises to Select From)
- Strong Recommendation to Include Emotional Intelligence (EQ) Assessment
- Strong Recommendation to Include City Staff and Community Stakeholders in Process

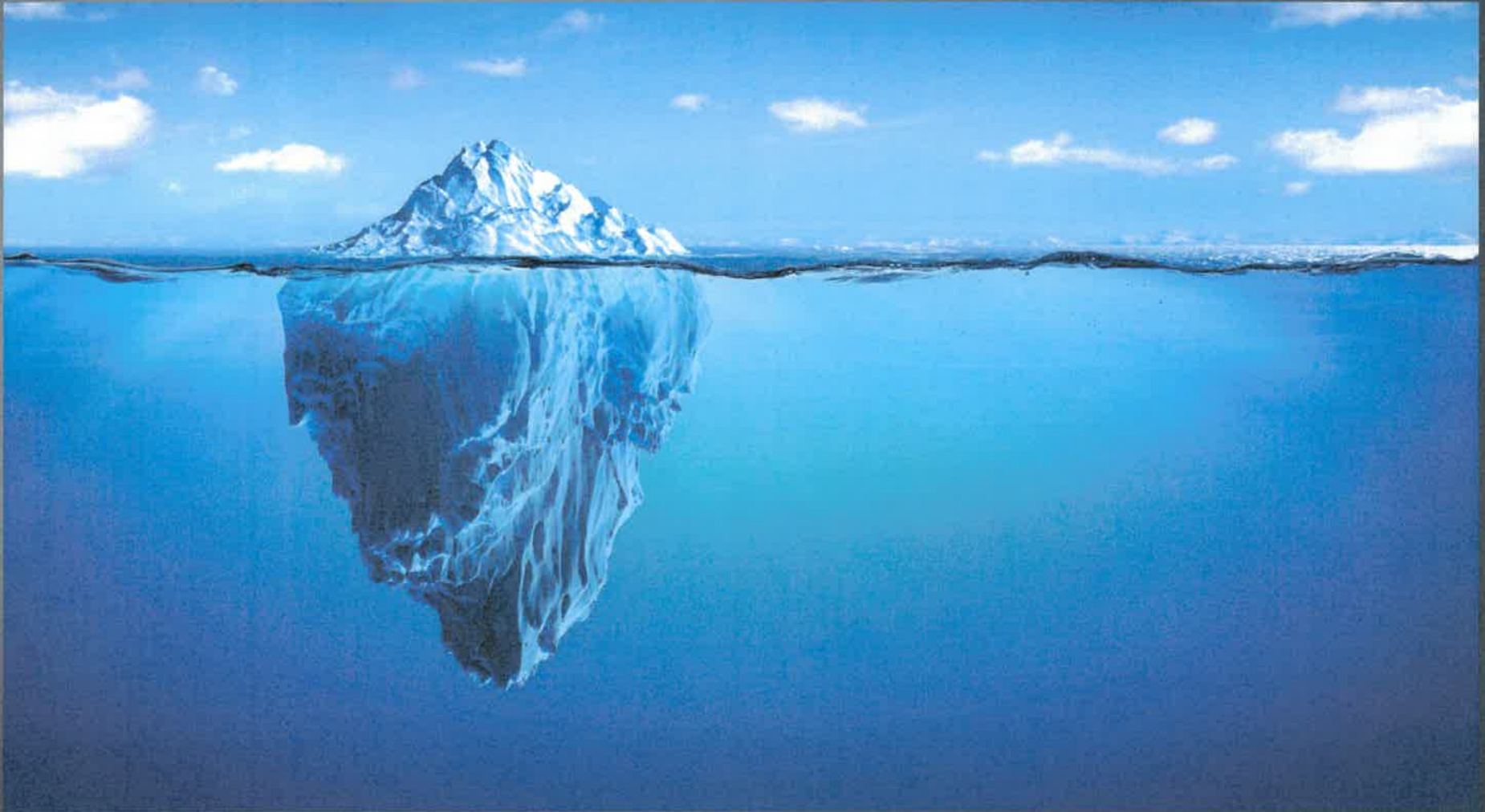
Failure to Include Emotionally Based Questions/Assessments in Hiring Process Can Be Costly

- 46% of Newly Hired Employees will Fail in 18 months
 - Two Reasons: Lack of Coachability (26%) and Lack of Emotional Intelligence (23%)
 - Interestingly, only 11% fail because they lack the Necessary Technical Skills
- Source: 2016 Study by Leadership IQ

IT'S ALL ABOUT
RELATIONSHIPS



Iceberg-Go Below the Surface!



PAA Executive Recruitment Costs

- Very Competitive Pricing
- PAA has Low Overhead (Uber Model)
- Typically \$2,000-\$2,500 Marketing Costs for CAO Searches (On-Line Postings, Social Media Video Postings and Digital Position Profile)
- PAA has a responsibility to give back/promote local government management profession
- The target municipalities we serve have tight budgets/fiduciary responsibility to local taxpayers and we respect and honor that

Questions?????



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