

MINUTES
OF THE
GENERAL MANAGER SEARCH COMMITTEE
OF THE
WOODS HOLE, MARTHA’S VINEYARD
AND NANTUCKET STEAMSHIP AUTHORITY

January 15, 2025

Virtual meeting only

Committee Members present: Board Chair James Malkin of Dukes County; Board Member Robert R. Jones of Barnstable; Port Council Chair Nathaniel E. Lowell of Nantucket; and Port Council Member Robert S.C. Munier of Falmouth. All members participated via Zoom videoconferencing.

Authority Management present: General Manager Robert B. Davis; General Counsel Terence G. Kenneally; Communications Director Sean F. Driscoll and Director of Human Resources Janice L. Kennefick. Mr. Driscoll participated via Zoom; the other staff members were in Room 103 at the Authority’s Administrative Offices.

1. Mr. Malkin called the meeting to order at 4:04 p.m.
2. Mr. Malkin announced Mr. Driscoll was making a video and audio recording of the meeting. Louisa Hofstetter (representing the Vineyard Gazette), and, Eunki Seonwoo (representing the Martha’s Vineyard Times), indicated they were making audio recordings of the meeting.
3. Mr. Malkin announced that, pursuant to Section 20 of Chapter 20 of the Acts of 2021, as amended, search committee members were participating remotely in the meeting because their physical attendance would be unreasonably difficult. The members participated via Zoom videoconferencing and were clearly audible to one another. As a result of the members’ remote participation, all votes taken were to be by roll call vote.
4. Mr. Malkin made a general statement about the committee’s role in finding the new general manager for the Authority “as being not only critical but crucial.” He also provided a general overview of the search process and the selection of an executive search firm in assisting with the search.

5. Ms. Kennefick then provided a summation of the five (5) search firms that submitted proposals for consideration: (1) Frank Jay & Associates; (2) Flagship Management LLC; (3) Faststream Recruitment Group; (4) Stonefort Marine Talent; and (5) Raftelis. She added that most of the search firms have maritime executive search experience.
6. Mr. Munier then suggested that the committee discuss and approve the minutes of its November 22, 2024 meeting:

Minutes:

IT WAS VOTED – upon a motion by Mr. Munier, seconded by Mr. Jones – to approve the minutes of the Committee’s November 22, 2024 meeting in public session.

VOTING	AYE	NAY
Mr. Malkin	25 %	
Mr. Jones	25 %	
Mr. Lowell	25 %	
Mr. Munier	<u>25 %</u>	
TOTAL	100 %	0 %

7. Mr. Munier observed that three (3) of the firms, Stonefort, Faststream, and Flagship, had maritime experience while Raftelis was a “general firm” and Frank Jay was focused in the aviation industry. Mr. Munier further offered that maritime experience was important to him.

(At 4:18 p.m., Mr. Lowell left the meeting to “switch to his iPad.” He rejoined at 4:20 p.m.)

8. Mr. Jones reiterated Mr. Munier’s observations and stressed a focus on maritime experience is necessary.
9. Mr. Malkin then stressed the importance of “looking for experience in team building, open communication to and from staff, organizational leadership, proactive communication with clients and state officials.”
10. Mr. Lowell stressed that the Authority is “a public entity running as a private business” which is “very hard to understand whether you're a board member or an employee that's new.” He offered that the search firm needs to find candidates that have experience in both public and private transportation sectors.
11. Mr. Jones expressed a preference to meet the three (3) search firms with maritime experience.
12. Mr. Munier offered that he is not opposed to adding the other two (2) search firms to the interview process.

13. After some additional discussion, the members agreed to meet with the three (3) search firms with maritime experience and adding the firm with aviation experience for a total of four (4) search firms to be interviewed.
14. The members then discussed possible questions and topics for the search firm interviews, the duration of the interview sessions being approximately several hours each and Mr. Munier suggested developing a rubric summarizing the topics that the members wished to explore.
15. Mr. Jones offered some suggestions on managing potential general manager candidates' direct inquiries about the job. Mr. Lowell suggested that considerations also be made for housing allowances for candidates.
16. In response to Mr. Malkin's request for public comments, the following comments were made:
 - a. Margaret Hannemann expressed her "deep disappointment" in the number of search firms under consideration. She expressed her wish for the committee to include "people from the communities who have relevant experience." She concluded her remarks by opining that involving Mr. Davis in the committee's activities is "not ... appropriate." In reply to Ms. Hannemann, Mr. Malkin advised that the committee operates with the assistance of Ms. Kennefick and Messrs. Davis and Kenneally in advisory roles. Ms. Kennefick added that she had contacted seven (7) search firms, and five (5) firms submitted proposals.
 - b. Amy Cody mentioned that general manager candidates should have maritime experience, and the search firms should have experience in placing maritime executives while looking for candidates of all backgrounds, and not only male candidates, which "sets a tone for inclusion and open-mindedness to find the best potential candidate."
 - c. Gil Sanborn agreed with Mr. Malkin that interviewing firms with different perspectives will benefit the overall selection process and search firms should present the type of candidates that they will be pursuing and their experiences in placing candidates.
 - d. In response to two (2) questions from Nat Trumbull, Mr. Malkin advised that he is the committee's chair going forward and public comment is welcomed "as is appropriate during the process."
 - e. Michael Klien stressed the importance of a candidate with customer service experience particularly in public transportation and inquired on the posting of the general manager's job description. Ms. Kennefick advised that the job description is posted online. Mr. Lowell mentioned that customer service is "the biggest issue we have." Mr. Munier also added that the selected search firm should review and provide

input into the general manager’s job description. Mr. Malkin reiterated Mr. Lowell’s comment about the importance of customer service and “providing transportation to the traveling public of the fuel, food, medicine, and passengers that need to get back and forth between the islands ... on a daily basis.”

17. Then, at 5:09 p.m., upon a motion from Mr. Munier and a second by Mr. Jones, the General Manager Search Committee **voted** 4-0 to adjourn its meeting.

A TRUE RECORD

Terence Kenneally, Clerk of the Authority

Documents and Exhibits Used at the Committee's January 15, 2025, Meeting

1. Agenda for the Committee's January 15, 2025, meeting posted January 10, 2025.
2. Recording announcement.
3. Statement regarding remote participation.