MINUTES

OF THE

GENERAL MANAGER SEARCH COMMITTEE

OF THE

WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET STEAMSHIP AUTHORITY

January 28, 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 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 4:01 p.m. (Mr. Munier joined the meeting at 4:03 p.m.)

2. Mr. Malkin announced Mr. Driscoll was making a video and audio recording of the meeting. Eunki Seonwoo, (representing the Martha's Vineyard Times), indicated they were making an audio recording 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 provided a brief overview of the meeting's agenda where the members would (1) review a preliminary set of questions for the interested search firms; and (2) review another set of questions for potential general manager candidates; (3) establish a rubric to evaluate the search firms and the potential candidates; and (4) the potential inclusion of members of the public on the committee. He also highlighted the process of submitting

information to Ms. Kennefick who has compiled the information for the committee's review.

5. Ms. Kennefick then read the various questions compiled for interested search firms to consider. (Both Mr. Munier and Mr. Jones proffered several questions and topics.) Mr. Munier explained that each question topic is "aligned with the rubric" that he created to ensure that "each evaluation area" is addressed by the committee. Mr. Jones offered several topics that he felt general manager candidates should have experience in, including "fleet optimization, rotating vessels in and out of service for maintenance, space inventory and parts inventory, management of discounted and full fare passengers, complicated reservation system, unions, baggage handling freight, business seasonal demand."

6. Mr. Malkin advised that the committee needs to communicate to the search firm what "the candidate would need to have [with] these types of experiences in his or her career to give us confidence that that person would fit our bill."

7. Mr. Lowell offered that potential general manager candidates need to have experience dealing with political issues because "[w]e have a lot of eyes on the Steamship at the state level."

8. Mr. Munier that the questions should be categorized into the eight (8) suggested topics and duplicative questions should be removed. Messrs. Malkin and Jones concurred with this premise. Mr. Munier further suggested that each of the four (4) members address two (2) topics each and present them to the search firms. The other members agreed to this approach. Ms. Kennefick agreed to assist Mr. Munier in completing the topic/question compilations.

9. Mr. Munier then provided an overview of his proposed rubric and its scoring system for each of the eight (8) suggested topics, which would be based upon a perfect score of 100 points. Mr. Jones concurred with this approach suggesting it provides the interested search firms with topics so they can prepare for the interviews. Mr. Malkin and Mr. Lowell also concurred with utilizing Mr. Munier's rubric and its associated scoring system for selecting a search firm. Mr. Munier emphasized that the rubric is an aid or tool to be used in the process and not the process itself.

10. The members then discussed the timeline to distribute the eight (8) topics to the interested search firms and set the interviews with the firms. The committee agreed to set the interview meetings during the weeks of February 16th and February 23rd with two (2) sessions per day, one in the morning with a second following in the afternoon.

11. The members then discussed the potential of including a member of the public as a "non-voting" member of the committee. Mr. Jones said that the issue/question should be addressed by the Authority's board members as the committee is a board subcommittee. Mr. Jones also highlighted the fact that the local port communities selected the current committee members to their roles with the Authority. Mr. Kenneally agreed with Mr. Jones's comments that the issue/question should be addressed by the Authority's board

members at its next meeting in February because "the committee was formed via a vote as a subcommittee of the board." He further added that in the interest of transparency, "we're having this public meeting and having these things conducted in a public setting" so people may offer their public comments. Mr. Lowell agreed that presenting the issue to the Authority's board was the next step. He further mentioned that the idea of adding a member of the public had some merit for consideration by the board. Mr. Kenneally noted that if the Authority's board wished to "modify" the committee then it could do so through a vote at its next meeting. Mr. Munier suggested that the board can address the issue while the current committee members proceed with scheduling the search firm interviews.

12. In response to Mr. Malkin's request for public comments, the following comments were made:

    a. Amy Cody inquired about the number of participants in the Zoom meeting. Mr. Driscoll advised that there were twenty-one (21) participants not including panelists on the call. Ms. Cody also wished to confirm that Mr. Davis, the Authority's General Manager, was not participating in the meeting. Mr. Malkin advised that he was not, but Mr. Davis remains available to participate in future meetings. Ms. Cody also offered opinions as to why the committee should include members of the public on the committee. Ms. Cody also raised a "problem with having UK firms for a variety of reasons" with the potential for a lack of familiarity with local issues and concerns.

    b. Margaret Hannemann also expressed a wish to have members of the public included on the committee.

13. Then, at 5:20 p.m., upon a motion from Mr. Lowell and a second by Mr. Munier, the General Manager Search Committee **voted** 4-0 to adjourn its meeting.

A TRUE RECORD

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Terence Kenneally, Clerk of the Authority

<u>Documents and Exhibits Used at the Committee's January 28, 2025, Meeting</u>

1. Agenda for the Committee's January 28, 2025, meeting posted January 24, 2025.
2. Recording announcement.
3. Statement regarding remote participation.