

**Please be advised that these unofficial minutes have not been approved by the RIHEAA Board of Directors and may contain incorrect and/or misleading information. These draft minutes are being submitted in accordance with the time requirements as specified in the Open Meetings Law. Official minutes will be promptly submitted after they have been approved and adopted by the Board of Directors at its next official meeting.**

**A meeting of the Executive Director Search Committee was held at the Rhode Island Higher Education Assistance Authority on Friday, December 19, 2014 in the McKenna Conference Room of 560 Jefferson Boulevard, Warwick, Rhode Island, at 8:10 a.m.**

**Committee Members in attendance:**

**Ms. Christine Jenkins**

**Dr. William Croasdale**

**Ms. Faith LaSalle**

**Committee Members absent:**

**Mr. Robert Delaney, Chair**

**Also attending:**

**Ms. Gail Mance-Rios**

**Mr. Joseph Palumbo, Legal Counsel**

## **Ms. Dana Peterson-Fatuda**

**1. In the absence of Mr. Delaney, Mr. Palumbo called the meeting to order at 8:10 a.m.**

**2. Discussion of Executive Director Position: Mr. Palumbo reported that he and Mr. Delaney attended a meeting with Deb Dawson of the Department of Administration regarding the Executive Director position vacancy. Ms. Dawson explained the process of hiring and timing of an executive director position. She stated it would typically take up to 120 days of the process. Mr. Palumbo stated that would change the timeline of the Executive Director Search Committee decision to hire by January 2015 to April 2015. Mr. Palumbo explained that Ms. Dawson will share the process that the State follows with the Committee.**

**Mr. Palumbo stated, Ms. Dawson informed him that the Board is free to select someone as an Interim Acting Executive Director without posting the position, and the Board would nominate that person.**

**Mr. Palumbo stated at the recommendation of Mr. Delaney, he suggests a meeting of the Board of Director's to discuss appointing an Interim Executive Director on Tuesday, December 30, 2014.**

**With no further business to come before the Committee, the meeting adjourned at 8:30 a.m.**