

GREATER MIAMI EXPRESSWAY AGENCY (GMX)
Minutes of Executive Director Search Committee
THURSDAY, MARCH 28, 2024
10:00 AM

The Greater Miami Expressway Agency held a public meeting on Thursday, March 28, 2024. The following were present:

Committee Members:

- Richard Blanco, Board Member (Secretary)
- Rodolfo Pages, Board Member (Treasurer)
- Fatima Perez, Board Member (Vice-Chair)

Staff:

- Rafael Garcia, FDOT District Counsel and Acting GMX Counsel
- Marie Schafer, Director of Budget, Finance & Accounting/CFO
- Michelle Hedges, HR Manager and ADA Coordinator
- Maria Luisa Navia Lobo, Board/Executive Secretary

CALL TO ORDER

The meeting was called to order at 10:24 a.m. by Board Member Blanco.

ROLL CALL

Board Secretary Navia Lobo called the roll and announced that a quorum of the Executive Director Search Committee was present.

APPROVAL OF PRIOR MEETING MINUTES

- Committee Meeting of January 25, 2024

Vice Chair Perez moved to approve the January 25, 2024 committee meeting minutes. Treasurer Pages seconded the motion. The minutes were unanimously approved.

ACTION ITEM

A) Approval of Executive Director Search

1. Executive Search Method
2. Search Timeline

Board Member Blanco asked Ms. Hedges to summarize the action item.

Ms. Hedges informed Members of several options the committee can consider;

1. Reach out to an executive search firm that will facilitate the advertisements, screen the applicants, and provide the applicants to the search committee for review.
2. HR Manager to independently lead the search process, post the position, screen the applicants who meet the minimum requirements, and then present the applicants to the Committee for further recommendation to the Board for selection.

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Treasurer Pages stated for the record that the Executive Director Job description was approved by the Governing Board and the meeting that preceded the Committee meeting.

He further stated that he would recommend the internal procedure, having the HR dept. conduct the search.

Ms. Hedges recommended advertising for a minimum of 14 days up to 30 days. Mr. Pages recommended not rushing the first steps of advertising and screening the candidates.

Treasurer Pages moved to approve the executive search internal method and the recommended advertisement timeline of up to 30 days. Vice Chair Perez seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS

- Next Executive Director Search Committee Meeting – Selection of Final Candidates for Interviews - May 2 or May 9, 2024 at 10:00 AM.

Committee Members recommended discussing dates at a later meeting.

ADJOURNMENT

The meeting was adjourned at 10:32 am.

Summary Minutes prepared by MariaLuisa Navia Lobo, Board Secretary. Minutes are in summary form. For an electronic video copy of the meeting recording, please visit www.gmx-way.com or contact boardsecretary@gmx-way.com