

**SC Campaign Finance Board Meeting Summary**  
**April 7, 2020 - 9:00 AM**  
**via Conference Call**

*Participants on call: Lisa Scott-Chair, Honorable John Toomey, Adrian Fassett, Dan Dubois, Steve Randazzo, Gina Popovich*

**1. Call to Order:** 9:01 AM

**2. Public Comments:** None

**3. Review March 31, 2020 meeting minutes:**

Lisa Scott: The minutes from the last meeting are unavailable right now. We will review them on the April 14<sup>th</sup> conference call.

Honorable John Toomey: That's fine with me.

Lisa Scott: Gina, do you know if the actual meetings are being posted anywhere since they are virtual?

Gina Popovich: No, I do not think they are.

Lisa Scott: Jack you know I like to think you are the expert on meeting law because the rest of us aren't at all, but I'm presuming that given the circumstances with meetings and such, it sounds like there's been some leeway created.

Honorable John Toomey: I'm not even sure if these are meetings, these are more or less like work sessions.

Honorable John Toomey: There's a couple of things that we're going to have to have somebody explain it, because as we get to the hiring process, I think when we start going in depth discussing the candidates, were going to probably go into some type of executive session, I don't think we'll be able to talk openly. I mean for this purpose, we are not voting or anything like that we are just discussing going forward, so I feel comfortable with this if that is your question.

Lisa Scott: We are keeping minutes and have a list of the participants.

Honorable John Toomey: But it is posted, right?

Lisa Scott: That's what I was asking Gina, there is nobody to post to because there is nobody in the buildings.

Dan Dubois: There's a whole list of new rules that have been issued by the State in these circumstances, I haven't personally gone through it with a fine-tooth comb, but I think you'll be fine.

Lisa Scott: I think it's fine too because of my background, it's about the transparency angle. There was one discussion about executive session, which I absolutely agree with because if it's personnel, that has to be kept confidential, but other than that, even if people who are interested cannot physically go to a meeting and we're not advertising the dial in because that is a security issue for most entities now, the point is, we are still keeping the minutes and if needed, they can foil for the minutes.

Lisa Scott: Okay, so we're down to number four on the agenda. I think you all saw that Steve Randazzo sent in another resume and I had I asked if it was ok that I speak to Patty Denino? (I am not sure how she says her last name), just to better understand how all this works and I sent you all the notes on that. Does anyone have any questions on that?

Honorable John Toomey and Adrian Fassett: No questions.

Lisa Scott: She's going to keep rolling obviously with that and I think we all agreed that the five resumes she found so far are of interest to us and I think pretty much I'm going to delete the older ones.

Lisa Scott: I think we could probably just delete who responded in March because I don't think there are any that we should hang onto because we can always retrieve them through civil service.

Adrian Fassett and Honorable John Toomey both agreed.

Lisa Scott: The five she has found are interesting in different ways, so we do want to talk about that, but she put the job postings on hold, for the time being, until we figured out whether we wanted to sort of reconstitute it and that we were waiting on Amy Loprest from NYC. Amy finally emailed back Friday night saying that she hadn't gotten to it and would try to get back to us Monday. I did email her again and said we appreciate it and if she could help out that it would be great, if not, and if it was easier for us to actually call her rather than her write something, that would be fine and that we'd be talking this morning, but I haven't heard anything from her since Friday.

Lisa Scott: But if you read her comment, it seemed to suggest that she herself had problems with finances popping up all the time, so it sounds like Patty is doing the right thing.

Honorable John Toomey: Whatever they're doing, the resumes are a lot better.

Lisa Scott: Steve Randazzo, since you are on do you have any comments or anything to add regarding the resume process so far?

Steve Randazzo: Basically, she has the ability to search Indeed using key words that you have used. She has an ability to reach out to people on Indeed and ask them if they're interested in the job and kind of solicits them to apply for the job. I guess she uses that through a service that our civil service department subscribes to on Indeed and she seems pretty good at it, so I think that you give Patty direction as to the types of candidates you

want her to search for and ultimately solicit, so I think that's really what's yielding the resumes that are closely aligned with our expectations.

Steve Randazzo: I'm just trying to make sure you understand that there's a separate job posting on Indeed that people can find on their own accord and then there is a slightly separate process on Indeed where she has the ability to solicit people that seems to match our qualifications and almost encourage them to apply. If you want to keep that going forward and if there's some other keywords or qualifications that the Board deems important, she could keep the solicitation process going forward if you'd like.

Lisa Scott: Jack and Adrian, my feeling is that what she's coming across with now as a result of Steve's input to her and then my conversation with her, she understands and seems to be chugging along with it, but she's encouraging us to get in touch with these people ourselves if we are interested, in the email she responded to yesterday, just to clarify that. So, what it comes down to is, do we want to start that process with the five we have?

Adrian Fassett: I haven't thought about that to be honest with you.

Lisa Scott: I think we should base this on what she's saying, I don't think we are necessarily ready to conduct the first interview because I think we probably need to, maybe just the three of us, come up with some kind of rubric so that we could all take notes and agree on questions and an initial call. You know communications from five candidates basically confirms what Patty indicated, that there is interest on our end, but given the lack of ability to meet, it will probably take us a week or so before we set up any kind of call or further communication.

Honorable John Toomey: We have five now, why don't we wait and see what the next week or two brings and then we'll comb through those. There are two or three we definitely would like to explore. I mean, I don't know how we can reach out to them without bringing them in for an interview. The next step would be to take the four or five we have and start to figure on bringing them in just see how the interview process goes. How are we going to do that with the current situation, I don't know? I mean I read some resumes, two which I'd like to sit down and talk to in person, but it doesn't look like its going to happen in the near future.

Lisa Scott: Right and that was Patty's point.

Honorable John Toomey: I don't know what you think about Zoom, but to me, you lose 50% of the interaction. I think hiring somebody for this position is going to be whenever it can be, face to face, when we can do that, I don't know.

Adrian Fassett: I agree. We have been interviewing through Zoom and you do lose something. I would recommend that we wait to get more applicants, I guess we could do Zoom, but then I guess we at some point we got to make the decision to move on.

Honorable John Toomey: I think that if we're going to go through this interview process with Zoom, there is benefits to it but for actually hiring somebody I don't think it's fair to

us and I don't think it's fair to the applicants, I just think you lose a lot. I'm speaking from limited experience and watching students and then I talked to the students and I thought maybe it's a generational thing, if you're in your sixties and seventies that it's not so good but if you're in your twenties that's fine, but even they say they do lose something on it, so I mean we may not have any choice, I don't know what the future brings.

Adrian Fassett: I agree

Steve Randazzo: Real quick just to make sure we're on the same page. It may be worthwhile to just appoint someone on the board or you could rotate to just do some phone screening to do initial conversation with the person just to make sure that they're still interested and that they understand what the position really entails, because people on Indeed throw their resumes on many different jobs sites and just wait and see what comes back. So, you might want to just start a process screening and gauging people's continued interests and maybe getting to a point where people pass that hurdle and then you can figure out a process to either do a second interview or hopefully have it in person, but I would encourage some outreach to people to continue to gauge people and give people a sense of what their job entails

Lisa Scott: That concurs what Patty's been saying on her emails. She just did an initial outreach to these five because they seem to really be interested. I guess she just wanted to see if they were actually still seeking something. She had the old description and I think part of our job is to make sure that the description is more concise. She said that most people look at whether their qualifications match and then kind of only read the parts that are relevant to them and she felt ours was too dense, that we could do more later but maybe tightened it up and tighten up the heading. Because I think if we are going to do an initial, civil service forwarded your resume, are you interested in this job, here is the most recent description, that a couple of people who have already accepted a job or something.

Honorable John Toomey: I mean it's an awkward time because normally you call them in and say we are interested in you are you interested in us? If they say no, then that's the end of it. We are not really doing anything that difficult, it's just a matter of screening these people. If they are just putting in their resume for practice or whatever, I mean you're going to know pretty quickly.

Lisa Scott: I just don't personally like the idea of more than a week or so gap between Patty saying "we might be interested in you" and us saying, "yes, we may be, but given the time", it's just we're not engaging some of these people, we've had the resumes for a week already. It's not like we're offering or even saying your initial interview might be in the next week, we're simply saying, "we've received your resume from civil service and you have some qualifications interesting to us, should we keep you in the active pile and hopefully we'll get back to you within the next couple of weeks", you know that kind of courtesy response.

Lisa Scott: I like to acknowledge things that way, but also Patty seems to be encouraging us to do that.

Honorable John Toomey: Don't forget, everybody's in the same boat. It's kind of a difficult time to be hiring somebody or someone looking for a new job, so they are in the same spot as we are, they're smart and I'm sure they will understand that things aren't going as normal.

Lisa Scott: I do agree that that we want to wait at least another two weeks and re-confirm with Patty to keep sending what she can find and then we can be much more particular as well.

Adrian Fassett: I'm fine with letting these people know that we have received resumes and we will get in touch with them in the future. I mean you could email and you don't have to actually take the time to pick up the phone to call people.

Lisa Scott: A pro-forma response for email, right.

Honorable John Toomey: We can do that and just keep them in the loop.

Lisa Scott: And if it was an automated kind of, everybody gets the same thing, that's fine but again, establish that link, because if they decide they are not interested, they could let us know pretty quickly.

Lisa Scott: Okay, do you all want to discuss shortening the posting or just do the back and forth on email because Patty definitely suggested we change the heading slightly. I think she had sent a recommendation, again I have been forwarding those too you, but I think we can do that off line and just go back and forth with some thoughts on that on email.

Honorable John Toomey: That's fine with me

Lisa Scott: Also, the qualifications, do we want to change that one-year bachelors?

Honorable John Toomey: Yes, what would you change it to?

Lisa Scott: I'm looking for your input guys, or do you just want to wait until Amy gets back to us or maybe even just chat with her a little more on that on a conference call.

Honorable John Toomey: I just think that the resumes we got the last couple of days are good, if we try to stay on that track we should be okay, we could tweak it, but I think we are in the right direction.

Adrian Fassett: Let's see what happens in the next week or so.

Lisa Scott: What I'll do is draft a three cents thing we can put in an email and send it to you all and if it sounds okay, I'll get with Patty and see what she suggests about the way to handle getting that to these five so far and I will also take the job postings itself and maybe just throw a couple of possible comments or changes on it, but not as my recommendation, just to get an email communication going so we can tighten it up a bit just to have, because Patty is who is sending it out to these potential candidates

so, we would like it to be a little more refined, I think that's her recommendation.

Honorable John Toomey: That's fine, but it's a curious thing as we posted originally and got one sided resume's and whatever she's doing she's getting like a whole different type of resumes.

Lisa Scott: She's not getting them Jack, she's finding them, it's a whole different thing. She knows what to look for, so these are just resumes that have popped up and they seem to fit the qualifications from her perspective, so she's doing an initial reach out to them and that's why she's encouraging us to further refine that for her. So, the normal Indeed process is not working for us at all, unless we could change something on the description because it's not being picked up by potential candidates so we're hundred percent dependent on Patty searching rather than people pushing resumes to us. Not that there's anything wrong with it, but it's putting Patty in the search position.

Dan Dubois: Because a lot of the initial resumes were being skewed towards the financial sector, maybe the title of "Campaign Finance Board" was skewing that a little bit, so I had put out the suggestion to maybe change the title to "Executive Director to the Fair Election Matching Funds", which is the title in the actual code, which may eliminate that financial group of people, so I don't know if that is something you want to consider

Honorable John Toomey: That might change things around quite a bit too.

Lisa Scott: You do get the word "fund" in there so you're definitely still going to get accounting people but you also have the word "elections" so that would probably pull of different people.

Lisa Scott: Again, what we'll do is clean this up quickly and give it to Patty.

Honorable John Toomey: Looking at one applicant, he is from Goldens Bridge, NY, which I looked it up and it's in Westchester, but just how did his resume get to us. I know Patty reached out but did she reach out to him and say are you interested in this? Or did she just take his resume and give it to us?

Lisa Scott: Both, she got his resume and got in touch with him to see if he was interested.

Steve Randazzo: Yes, Patty reaches out to the person to confirm that they are interested. She gets them to apply for the job.

Lisa Scott: Steve, I think you saw my comment on somebody like that guy who's in Goldens Bridge, you know that he would have five years to move to Suffolk.

Honorable John Toomey: Right, well I imagine that Goldens Bridge, it's up in northern Westchester, he's not going to communicate from there to Suffolk County.

Lisa Scott: That's why I put that comment in. It's not like we're going to pay to move somebody you know it's not our problem, because we all know in private business that's

part of a deal if you're being recruited for a senior level job you expect some accommodations, but that's not in the cards. But people who are in the city also would ultimately have to be residents. Obviously, you could commute, but Nassau county is a different category, right Steve?

Steve Randazzo: Naturally one is treated differently than anything outside of New York City, West Chester or New Jersey.

Lisa Scott: Because again those are sort of the tip of the iceberg questions that people might have and would immediately mean they weren't interested. You know the ability to relocate on a resume simply means you can move me or it means I wouldn't mind moving down there.

Lisa Scott: I will email Patty and talk to her again just to confirm that we're with open arms and we welcome anything she finds that could be of interest for the next week or two. Are you guys okay with changing the heading on it as to what Dan suggested?

Adrian Fassett: I think that's a very good idea.

Lisa Scott: OK, so I will at least shoot back to her right away so that she has something a little more specific.

Lisa Scott: Is there anything else?

Lisa Scott: I will keep trying Amy Loprest again because we want her to go into her networks as well and Patty is waiting for that information.

Lisa: We will meet again next Tuesday @ 9am.

**Next Meeting: April 14, 2020 @ 9:00 am**

Meeting was adjourned at 9:39 a.m.