



Wellesley Housing Authority

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Wellesley Housing Authority Special Board Meeting
Online Remote Meeting Agenda

Thursday, December 30, 2021 – 8:30 AM

<https://www.wellesleymedia.org/live-streaming.html>

View on TV on Comcast 8/Verizon 40

1. Roll Call
2. Old Business
 - a. **Discussion:** Executive Director Search Update
3. Adjournment

REMOTE MEETING PROTOCOL

The online meeting will also be streaming live on above link and will be telecast live on Comcast channel 8 and Verizon channel 40.



**Wellesley Housing Special Authority
Board Meeting Online Remote Meeting Minutes
Thursday, December 30, 2021 – 8:30 AM**

1) Roll Call

Janice Coduri, Chairperson
Maura Renzella, Commissioner
Renee Spencer, Treasurer
Odessa Sanchez, Commissioner
Kim Maire, Commissioner

2) Old Business

a) Discussion: Executive Director Search Update

- i) Commissioner Renzella provided an update of the search process. Nine resumes and the Qualification Matrix were distributed to the Search Committee. The packet was also given to the full Board for informational purposes. Search Committee consisted of two Board members, Maura Renzella and Renee Spencer, two WHA Staff members, Brian Drainville and Viviana Viera, two residents, Claretta Webb and Diane Madden, and Wanda Alvarez, representing the Town of Wellesley Health Department.
- ii) The Search Committee held a meeting on Dec. 9 to discuss the resumes and identify candidates to be interviewed. Members were instructed to bring a list of their top five applicants to the meeting. The Committee did not opt to use the Matrix, but used the job description, which was handed out at this meeting, as the basis for candidate evaluations. It was unanimously decided that three candidates would be interviewed.
- iii) Interviews were held on Dec. 21. Questions were prepared in advance, and the same questions were asked at each interview. Two finalists were selected for the final round.
- iv) As part of the selection discussion, Commissioner Renzella said that at the Dec. 9 meeting, many different committee members had information that they could bring to the table that was not necessarily presented in a resume. Because staff works in industry, they were able to get information on the candidates that were useful in choosing the candidates. The two candidates that were selected for final interviews were Vonnie Morris and Jackie Sullivan. Commissioner Spencer endorsed the selection of the two finalists from the point of view of a resident.
- v) Commissioner Maire said she shared concerns about the Qualifications Matrix process in an email dated Dec. 13, and that she called Rick Leco, but he has not answered any questions about the Matrix. She also referenced the PHN on ED searches, with concerns about adhering to process guidelines.
- vi) Commissioner Sanchez believes screening process was lengthy and meticulous, and trusts the Committee process. Commissioner Renzella is confident that the Committee has identified the best candidates. Chairman Coduri is also satisfied with the process. Commissioner Maire registered her concerns about the process.
- vii) Board members will meet at 8:15am on Tuesday, Jan. 4 to prepare for the interviews which begin at 8:30. Each Board member will be allowed to ask two questions, with follow-up, to be asked in turn at the interviews.

3) Adjournment

- a) Upon a duly made motion by Commissioner Spencer, second Commissioner Renzella, the motion to adjourn was approved 5-0