



# City of Palo Alto

## City Council Staff Report

(ID # 5298)

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**Report Type: Consent Calendar**

**Meeting Date: 11/17/2014**

**Summary Title: CAO Committee Recommendation to Select Recruiting Firm**

**Title: Council Appointed Officers Committee Recommendation to Select Recruiting Firm for City Clerk Recruitment**

**From: City Manager**

**Lead Department: Human Resources**

### **Recommended Motion**

The CAO Committee recommends that Council select the recruiting firm of Peckham and McKenney for the City Clerk recruitment.

### **Executive Summary**

On Nov. 14, 2014, the CAO Committee met to interview recruiters for the City Clerk recruitment, and recommends to Council to select the recruiting firm Peckham and McKenney.

### **Background**

On Nov. 14, 2014, the CAO Committee interviewed three recruiting firms who responded to a Request for Proposals. The three firms who responded were Bob Murray & Associates, Bobby Peckham (Peckham and McKenney) and Heather Renschler (Ralph Anderson & Associates).

### **Discussion**

Chairman Greg Scharff and Committee Members Nancy Shepherd and Larry Klein attended the November 14, 2014 CAO Committee meeting. Upon interviewing Bob Murray of Bob Murray & Associates, Bobby Peckham of Peckham and McKenney, and Heather Renschler of Ralph Anderson & Associates, the CAO Committee discussed the relative merits of the various proposals, considering overall cost, availability of the primary recruiter, experience and likelihood of success. After discussion, the CAO Committee voted three in favor to recommend

Peckham and McKenney, with Liz Kniss not in attendance.

**Resource Impact**

It is anticipated that there is sufficient funds in the City Clerk’s Fiscal Year 2015 budget to absorb the cost of the recruiting effort.

**Environmental Review**

Selection of a recruiting firm is not a project subject to environmental review.

**Attachments:**

- Attachment A: 11-14-14 CAO ACTION MINUTES (DOC)



# Council Appointed Officers Committee DRAFT Action

Friday, November 14, 2014  
Special Meeting

Council Member Klein called the meeting to order at 5:04 P.M. in the Council Conference Room, 250 Hamilton Avenue, Palo Alto, California.

Present: Klein, Scharff arrived at 5:04 P.M., Shepherd

Absent: Kniss

## Agenda Items

1. Interview of Recruitment Firms (City Clerk) and Recommendation to City Council.

**MOTION:** Council Member Klein moved, seconded by Council Member Scharff to recommend the City Council approve the selection of Bobbi Peckham of Peckham and McKenney, Inc. to conduct the recruitment for the City Clerk.

**MOTION PASSED:** 3-0 Kniss absent

ADJOURNMENT: Meeting adjourned at 6:07 P.M.