



## **ARIZONA BOARD OF FINGERPRINTING**

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**Final Minutes for Public Meeting**  
Held December 19, 2014, at 9:30 a.m.  
4205 North 7th Avenue, Suite 206  
Phoenix, Arizona

### **Board Members**

Charles Easaw, Department of Education, Chairperson  
Matthew A. Scheller, Department of Juvenile Corrections, Vice Chairperson  
Chad Kewish, Administrative Office of the Courts  
Michael Ashley, Department of Child Safety  
Courtney Mays, Department of Economic Security  
Kim Pipersburgh, Department of Health Services

### **Executive Director**

Dennis Seavers

## **CALL TO ORDER AND ROLL CALL**

Mr. Easaw called the meeting to order at 9:39 a.m. The following Board members were present: Charles Easaw, Matthew A. Scheller, Michael Ashley, Courtney Mays, and Kim Pipersburgh.

Also in attendance was Dennis Seavers, Executive Director.

## **CALL TO THE PUBLIC**

Mr. Easaw made a call to the public. There were no members of the public present who wished to comment.

## **APPROVAL OF MINUTES**

Mr. Scheller made a motion to approve the draft minutes from August 19, 2014, and Ms. Pipersburgh seconded. The motion passed 5–0.

## **DISCUSSION AND ACTIONS RELATED TO RESIGNATION OF EXECUTIVE DIRECTOR**

Mr. Easaw introduced Susan Laurence of the Arizona Department of Administration (ADOA), who would be helping the Board recruit a successor for Mr. Seavers. Ms. Laurence gave an overview of the steps in the recruitment process. She also identified optional steps the Board could take, such as advertising in trade publications or online job sites. She indicated that she would screen the résumés to make sure the candidates were suitable.

Mr. Ashley asked how long the recruitment would take. Ms. Laurence explained that it varies by position and the approach of the Board, but that she expected it would take at least six to eight weeks. Mr. Scheller expressed concern, based on his experience hiring employees, that qualified individuals would be screened out by ADOA. Ms. Laurence said that she has never had any complaints about the screening. Mr. Seavers asked how many résumés Ms. Laurence might expect to receive, and she said it could be a couple of hundred. Mr. Seavers encouraged the Board to allow ADOA to screen the applicants so that the Board wouldn't have to wade through a large number of résumés, many of which would be from unsuitable applicants.

The chairman indicated that his preference was to make sure that the recruitment began before Ms. Laurence was out of the office the following Wednesday, and the other Board members agreed. Ms. Laurence said she would come up with a revised job announcement based on additional information that the chairman asked Mr. Seavers to give her. She would then share the revision with Mr. Easaw. (At this point in the meeting, Ms. Laurence left.)

Mr. Easaw indicated that his preference for proceeding with the recruitment would be for a small informal committee of Board members (consisting of him, Mr. Scheller, and Ms. Pipersburgh) to discuss day-to-day recruitment details so that the Board could focus on the larger recruitment issues. This committee would not be involved in selecting candidates, which would be left to the Board. Mr. Easaw asked whether any Board members had any objections to this arrangement, and none did.

Mr. Scheller made a motion to enter into executive session under A.R.S. § 38–431.03(A)(1) to discuss personnel matters related to Mr. Seavers's resignation. Ms. Pipersburgh seconded the motion, which passed 5–0. Mr. Seavers reminded Board members that they were prohibited from sharing the executive-session discussion outside of that executive session. He also indicated that he had notified Mr. Easaw that he waived his right to have the discussion take place in open session. The Board

entered executive session at 10:09 a.m. The Board emerged from executive session at 10:21 a.m.

Mr. Scheller made a motion to accept the executive director's resignation, with an effective date of January 11, 2015, and to allow him to use annual leave variously from December 30, 2014, to January 11, 2015. Ms. Pipersburgh seconded the motion, which passed 5-0.

Mr. Scheller made a motion to hire Mr. Seavers after his resignation on a part-time basis with pay at or as close to the equivalent of Mr. Seavers's current pay. Mr. Seavers recommended that the motion include a provision for reporting by Mr. Seavers to the chairman on his activities while working part-time. Mr. Scheller incorporated the reporting provision into his motion. Ms. Pipersburgh seconded the motion, which passed 5-0.

## **ADJOURNMENT**

Mr. Scheller made a motion to adjourn the meeting, and Ms. Pipersburgh seconded. The motion passed, 5-0. Mr. Easaw adjourned the meeting at 10:28 a.m.

Minutes approved on August 28, 2015

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Matthew A. Scheller, Executive Director