

## Coastal Commission Executive Director Recruitment - Project Timeline

---

<b>Item or Task</b>	<b>Date(s)</b>
Contract Start Date.	August 22, 2016
Communication Protocol.	August 22, 2016
Meetings with Commissioners; conference call with department staff.	August 22 - September 19, 2016
Deliver update and draft recruitment materials to Commission.	September 9, 2016
Public input online survey posted to Commission website.	September 12 – available throughout process
Commission discussion, public and tribal comment on deliverables at public meeting.	October 5, 2016
Release of outreach materials and start of recruitment process.	October 10, 2016
Written status report provided to the Commission at the Commission's public meeting.	November 2-4, 2016
First review of applicant resumes by the consultant.	December 5, 2016
Written status report provided to the Commission at the Commission's public meeting.	December 7-9, 2016
Status report provided to the Commission at public meeting. Commission to approve recommended finalist candidates and finalist interview questions in closed session.	January 11-13, 2017

# W-7

Revised 9/28/16

Reference and background checks of finalist candidates.	January 16 – 27, 2016
Facilitation of Commission interviews with the finalist candidates during a closed session of the Commission's public meeting.	February 8-10, 2017
Work with staff to prepare offer letter for selected candidate	February 15, 2016
If necessary, facilitation of Commission follow-up interviews with the finalist candidates during a closed session of the Commission's public meeting.	March 7-10, 2017
If necessary, draft offer letter for selected candidate.	March 15, 2017