



**BOARD OF WATER AND LIGHT
SPECIAL BOARD MEETING AGENDA/PUBLIC NOTICE
December 21, 2021, 5:30 p.m.
REO Town Depot, 1201 S. Washington Ave., Lansing, Michigan**

Pursuant to Section 1, 1.2 of the Board of Water & Light's Rules of Procedures, Board of Water & Light's Chairperson David Price has called a special meeting of the Board of Commissioners on December 21, 2021, at 5:30 p.m.

BWL full meeting packets and public notices/agendas are located on the official web site at <https://www.lbwl.com/about-bwl/governance>.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
Members of the public are welcome to speak to the Board on the agenda subjects. Anyone wishing to comment on any matter not on the agenda may do so immediately prior to adjournment.
5. Purpose of the Meeting
 - a. Approval of RFP Selected HR Hiring Consultant
6. Manager's Remarks
7. Commissioners' Remarks
8. Public Comment
Members of the public are welcome to speak to the Board on any Board of Water and Light subject.
9. Motion of Excused Absence
10. Adjournment

Posted December 16, 2021

PROPOSED RESOLUTION
Selection of Hiring Consultant

WHEREAS, Chapter 2, Section 5-202 of the Lansing City Charter requires the Board of Commissioners to appoint a Director, Internal Auditor and Corporate Secretary.

WHEREAS, Section 19.6 of the Board of Water & Light's ("BWL") Administrative Rules of Procedure states:

The Board of Commissioners may hire external consultants, such as accountants, but not outside legal counsel. The full Board will meet before a consultant is hired to determine the scope of the issues to be addressed by the consultant, the consultant's budget, and the scope of contact with the Board. One Board member may be authorized as the primary contact with the consultant

WHEREAS, at the regular Board meeting on November 16, 2021, the Board of Commissioners approved a Resolution 2021-11-03 to retain a hiring consultant to assist with filling vacancies in the positions of Internal Auditor and Corporate Secretary.

WHEREAS, Resolution 2021-11-03 directed the Executive Director of Human Resources to issue a Request for Proposal for the sole purpose of obtaining proposals for recruiting hiring consultants and for the Board of Commissioners to then choose and retain the consultant.

WHEREAS, BWL staff engaged in its normal public procurement process for the purpose of soliciting and evaluating proposals from a variety of independent recruiting firms and received three qualifying proposals.

RESOLVED, having reviewed the proposals received and considered the recommendations of the Chair, the Vice Chair and the Executive Director of Human Resources, the Board of Commissioners hereby selects _____ as the hiring consultant to assist the Board with the recruitment and hiring of a new Internal Auditor and Corporate Secretary; and

FURTHER RESOLVED, the Chair of the Board of Commissioners shall execute any agreements necessary to effectuate the selection of said hiring consultant.