

**Director of Legislative Reference Nominating Board**  
**November 17, 2023**  
**3PM**  
**Conference Room 1, 2nd Floor, City Hall**  
**Meeting Minutes**

**Members Present:** Chairwoman Jennifer Zohorksy, Mayor Jack Young, Councilwoman Mary Pat Clarke

**Staff Present:** Nina Themelis, Mayor's Office, Leticia Daniels, Mayor's Office

**Background:** The Board convened to interview candidates for the Director of Legislative Reference.

The committee proceeded with the scheduled interviews for the candidates. Each candidate was given the opportunity to present their qualifications, experience, and respond to relevant questions from the committee members. The interviews were conducted in a fair and structured manner, ensuring equal opportunity for each candidate to showcase their suitability for the position.

Following the interviews, the committee engaged in a thorough discussion.

The Chair motioned for a vote on recommendations to send to the Mayor and Council President regarding the Director of Legislative Reference. Jennifer Zohorsky made the motion, and Jack Young seconded. The motion was unanimous.

A consensus was reached on the recommendations for the candidates. The Chair thanked all attendees for their active participation and contributions to the decision-making process. The next steps, including the communication of recommendations to the Mayor's Office, were outlined for awareness.

**Adjournment**