



HUMAN CAPITAL ENTERPRISES
REDEFINING HUMAN RESOURCES LEADERSHIP

OCCA Executive Committee Meeting
January 3, 2024
8:30-10:30 AM

AGENDA

Topic	Presenter
A. Welcome and Roll Call	Jane Reid, President
B. Executive Director Search Planning Overview <ul style="list-style-type: none"> a. The Typical Search- Activities and Timeline <ul style="list-style-type: none"> i. Overview the steps in the search, draft timeline, and clarify which activities are in-person and which are virtual, and finalist interview panels. b. Focus groups – Who from internal and external stakeholder groups should be included? 	Hank Harris & Kathleen Rodden-Nord, Human Capital Enterprise
C. Draft Timeline and Roles of OCCA Board and Search Committee	Hank/Kathleen/Jane/Karen
D. Appointment of Search Committee – Input <ul style="list-style-type: none"> a. Board approval and delegation of authority – January special board meeting 	Jane
E. Preliminary Thoughts on Profile for Next Executive Director <ul style="list-style-type: none"> a. Salary Range b. Background Checks c. Other 	Hank/Kathleen/All
F. Questions?	All
G. Next Steps <ul style="list-style-type: none"> a. Focus Group Engagement b. OCCA Board Meeting Agenda – Job profile, criteria for selection c. External Communications 	Hank/Kathleen
H. Adjourn	Jane