PINAL COUNTY BOARD OF SUPERVISORS
SPECIAL SESSION ACTION SUMMARY
Wednesday, May 10, 2019
9:30 a.m.

BOARD OF SUPERVISORS

Chairman Mike Goodman
Supervisor, District 2

Vice-Chairman Stephen Q. Miller
Supervisor, District 3

Pete Rios
Supervisor, District 1

Anthony Smith
Supervisor, District 4

Todd House
Supervisor, District 5

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132
All Presentations are attached to the Agenda at:
http://agendasearch.pinalcountyaz.gov/MeetingView.aspx?MeetingID=1234

and a Video Recording of this meeting can be viewed at:
http://pinalcountyaz.swagit.com/play/05102019-877

Members Present: Chairman Mike Goodman; Vice-Chairman Stephen Q. Miller; Supervisor Pete Rios; Supervisor Anthony Smith; Supervisor Todd House

Staff Present: County Manager, Greg Stanley; Chief Civil Deputy County Attorney, Chris Keller; Clerk of the Board, Natasha Kennedy and Assistant to the Clerk of the Board, Diane Gardner

(1) Executive Session pursuant to A.R.S. 38-431.03A(3) for legal advice regarding business personal property tax, auditing, depreciation and reconciliation authority. (Continued from May 8, 2019 Board Meeting). (Chris Keller/Douglas Wolf) CONVENED INTO EXECUTIVE SESSION

(2) Executive Session pursuant to A.R.S. 38-431.03A(3)(4) for legal advice and settlement discussions regarding pending litigation concerning debtor Frontier Star bankruptcy. (Continued from May 8, 2019 Board Meeting). (Chris Keller/Michael McCord) CONVENED INTO EXECUTIVE SESSION

(3) Executive Session pursuant to A.R.S. 38-431.03A(3)&(4) regarding the proposed Coolidge Coronal annexation. (Continued from May 8, 2019 Board Meeting). (Kevin Costello/Greg Stanley) CONVENED INTO EXECUTIVE SESSION

(4) Executive Session pursuant to A.R.S. 38-431.03A(1)&(3) to obtain legal advice and discuss executive search options and process. (Kevin Costello/Greg Stanley) CONVENED INTO EXECUTIVE SESSION

(5) Executive Session pursuant to A.R.S. 38-431.03A(3)&(4) to obtain legal advice and consider the Board's position regarding treatment of court reporter pay. (Chris Keller/Greg Stanley) CONVENED INTO EXECUTIVE SESSION

(6) Discussion/approval/disapproval of job description and recruitment plan for hiring a new County Manager. (Greg Stanley) APPROVED

(7) Discussion/approval/disapproval of a proposed Closing Agreement with the United States Internal Revenue Service to resolve audit issues relating to the payment of a judge and court reporters and authorization for the Finance Director to sign on behalf of the County. (Levi Gibson/Greg Stanley) APPROVED
WANTED... AND NEEDED: County Manager for Pinal County, Arizona
Are you THE ONE?

A brilliant, innovative, passionate, and committed public servant who truly believes there is no more noble profession than public service. Someone unafraid to follow in the footsteps of a truly awesome human being and advance the important work already begun. Someone who can embrace the fact that there is no better time or place to lead than right now in Pinal County. Are you THE ONE?

If you think that describes you, our Board of Supervisors (BOS) is seeking a new County Manager. But not just anyone who qualifies, not even close. The BOS is looking for the right person. THE ONE who can see how good we have it here in Pinal County, who can understand how great the employees and community are, THE ONE who can determine how best to honor the present while preparing for the future.

We are looking for the right person to serve and support the stakeholders of Pinal County. We are a fast-growing, purpose-driven, innovative county. We provide dynamic in-person and online services across the county, enriching lives beyond expectation. We value accountability, commitment, and teamwork and will not compromise on any of these values.

If what you have read so far energizes and inspires you, and you are looking for a unique career opportunity where you can have real impact at the highest level in our trailblazing County — while leading, influencing and supporting our amazing team of bright, energetic, innovative, and committed individuals — you may be THE ONE. So please keep reading!

As our County Manager, you will provide objective and comprehensive expertise, guidance and support to our elected policy makers, our BOS. In your position at the helm of appointed departments and the coach of our team’s organizational strategic operations and activities, you must own the day-to-day operations of the County. You will partner with elected officials and provide the necessary support to make sure they are positioned for maximum effectiveness in achieving their mandated missions. This is a dynamic, demanding, and multi-faceted role in a fast-paced environment.

Who We Are and What We Stand For

Our core culture is not only important to us, it is the foundation on which our success is built. Our “Why” is clear, our Point-of-View (POV) is how we do it, and our values, well, those are non-negotiable.

We have been strategic and intentional in creating a culture that accurately depicts who we are and defines who we want to be. It is the result of a careful, thoughtful effort that first articulated, defined, and illustrated the core culture with the executive leadership team, and then designed an organizational culture with invaluable contributions from Department Directors, middle managers, and line staff. The process took a full year of reaching throughout the organization for input, feedback, and stories that demonstrated our Why, POV, and Non-Negotiable Values (ACT). Wow, what incredible stories we heard of living our culture! This core culture development was followed by an innovative year of managers establishing an actionable plan to align our organizational practices with our core culture. Some of these goals resulted in a Supervisors Academy, Volunteer Benefit, aligned Performance Appraoal, and many more. This next year, Phase 3, will be filled with implementation as we are living and putting into ACTion our core culture. Our successes speak for themselves.
What We Need From Our County Manager: How We Measure Success

To be successful in this results-based role as the County Manager, reporting directly to the Board of Supervisors, you will:

**Goal #1**  Expertly, professionally, and compassionately serve our community and those they elected to represent them. You will need to understand the needs of the County, the laws and policies governing the County, and the role of the BOS in meeting its statutory obligations and constituents’ needs. You must consistently, clearly, and objectively communicate information to the BOS and other stakeholders to promote informed policy level decision-making. You are accountable for carrying out the policies of the BOS individually and through employees with utmost personal and professional integrity.

**Goal #2**  Live the vision – every day. Diligently lead collaboration and innovation with the BOS, Employees, and Elected Officials. You will, therefore, need to be an excellent listener, patient, open-minded, decisive, approachable, an outstanding problem solver, and a superior communicator who is comfortable with a variety of audiences.

**Goal #3**  Provide world-class “customer service” to key stakeholder groups that our organization communicates with through a high volume of daily in-person and electronic communications. Our Why is to enrich lives beyond expectation and we believe that leading by example is fundamental to delivering a strong message.

**Goal #4**  Actively lead the team rowing together to meet/exceed strategic priorities while keeping aligned with the strong organizational culture of flexibility, integrity, and innovation. You will, therefore, need to be an effective delegator, motivating influencer, action-focused, results-oriented, accountable, and effectively hold others accountable.

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**Economic Development. Leadership Development.**  A County recognized for excellence in both.

Pinal County is not only known for growing cotton and unearthing copper, but for growing and “unearthing” leaders as well; leaders who care about our community and know how to get things done. The County has made a serious commitment to — and is now recognized for its significant achievements in — economic development and leadership development both:

- **Severtson’s Screens, Inc.** — manufactures movie screens worldwide (to open new facility in June 2019)
- **LKQ, Inc.** — largest re-manufacturer of auto parts in North America (facility has been 100% constructed and company at full operation)
- **Green Gas Partners, LLC** — largest bio-gas facility in western United States (facility is already 100% operational)
- **Attesa** — largest motorsports/entertainment complex in the United States (to start construction August 2019)
- **Lucid Motors, Inc.** — will manufacture electric cars (construction start June 2019)
- **Nikola Motors, Inc.** (will begin construction 1st Qtr. 2020)
- **Abbott Labs, Inc.** (multi-million-dollar expansion)
- **Hexcel, Inc.** (multi-million-dollar expansion)
- **Clerk of the Board Office Hosted the 1st Arizona County Clerks Association Conference in Pinal County at Harrah’s Ak-Chin April 24-26, 2019**
- **Received the AAED (Arizona Association for Economic Development) 2018 Economic Organization of the Year Award — Medium Community (first county to ever receive this award)**
- **Received the AAED Golden Prospector Award for 3 Tourism Videos**
- **Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA)**
- **Association of Governments Public Partnership - Desert Peaks – Pinal County/Apache Junction Chronic Homeless Committee**
- **The Healthy Arizona Worksite Award – Platinum Level**
- **PCPHSD was recipient of the 2019 Arizona Big Shots Award: Top Shot Healthy Workplace, presented to employers that create work environments to support and encourage healthy lifestyles.**
- **PLCPHSD (Apache Junction and Casa Grande clinics) were one of three Arizona county health departments awarded the Daniel T. Cloud Outstanding Practice Award for achieving a minimum 90% coverage level for the two-year-old Toddler Series.**
- **American Council of Engineering Companies (ACEC) of Arizona 2018 Honor Award for the Kelvin Bridge Replacement**
- **American Council of Engineering Companies (ACEC) of Arizona 2018 Grand Award for the Valentine Bridge Replacement**
- **American Public Works Association (APWA) Arizona Chapter Project of the Year 2018 for the Valentine Bridge Replacement**
- **And more...**
Our Ideal Candidate will demonstrate the following skills:

1. Board of Supervisors and Elected Officials Relationships
   Must have a solid understanding and respect for the BOS/County Manager form of government. Ability to take time and interest in working with the BOS to keep them informed and explain technical processes. Must be open and honest with the BOS to present all sides of an issue. Capacity to inform the BOS regularly so there are no surprises. Written and oral communication with the BOS are essential. Must be able to carry out the intentions of the BOS. Must have a deep understanding of the statutory obligations and financial relationships impacting elected County and State officials.

2. Outstanding Interpersonal Skills, a People Person
   Must demonstrate a keen ability to listen, understand, and respond to a diverse audience of stakeholders. Must be approachable, accessible, inclusive, patient, and have a friendly demeanor. Must be able to engage with others under even the most difficult circumstances in a calm, balanced way.

3. Expert Communication, Discernment and Decision-Making Skills
   Must be able to communicate with a diverse audience of stakeholders both verbally and in writing. Demonstrated ability to deliver both positive and difficult information with savvy and finesse is imperative. Strong negotiating skills aspiring to win-win solutions are imperative. Exceptional listening skills combined with the ability to learn, discern, decide, inspire, act, follow-through, be accountable, and honor achievements are essential to success.

4. Exceptional Character
   Demonstrated integrity, discipline, fairness, transparency, professionalism, and ethical choices throughout career.

5. Compelling Visionary
   Must be able to inspire the workforce to develop innovative ideas and put those ideas into action. Demonstrated ability to set personal and employee goals, be creative and aggressive in seeking solutions to problems.

6. Strategic and Systems Thinker
   Must be able to think strategically and systematically how one action affects another. Must be a critical thinker and strategic risk taker willing to accept responsibility and able to be make and stand by decisions under changing, evolving circumstances.

7. Business Acumen
   Developed business acumen with demonstrated financial/budget expertise and working knowledge of both Arizona and local governments' budgets.

8. Assets Acumen
   Knowledgeable of the County physical assets, sale of real property, permits, public purchasing, and contracting requirements.

9. In-depth, Broad-based Knowledge of County Functions
   Comprehensive working knowledge of all County lines of business as well as current and anticipated opportunities and challenges facing the County, to include priority areas such as: Economic Development, Infrastructure, Economic Forecasting, Environmental Issues, Underserved Populations, and Public/Community Relations.

10. Administrative Ability
    Demonstrated performance in providing sustained administrative leadership and collaboration with staff, BOS, and elected officials in carrying out the directives of the BOS. Understand the day-to-day operations of the County. Be knowledgeable of principles of human resource management, assigning and supervising the work of Department Directors. Be skilled at situational leadership. Ability and willingness to hold self and others accountable.

11. Skilful Networker and Effective Relationship Builder
    Demonstrated accomplishment of establishing solid relationships at the local, county, and state level is required. Active participation at a leadership level in industry professional organizations is necessary. Building upon those collaborative relationships is essential.

12. Mission and Purpose Focus
    Must have a strong understanding of the strategic priorities. Demonstrated knowledge of vibrant communities, economic development, infrastructure, financial health, employee development/motivation/value, and technology. Must be thoughtful, discerning, decisive, team-focused, and results-driven.

13. Live the Culture
    Must align with the strong organizational culture of enriching lives beyond expectation through flexibility, integrity, and innovation. Ascribing to the values of accountability, commitment, and teamwork is non-negotiable.

14. Change Agile
    The County is in a great position. Relationships are strong, employees are motivated, the economy and economic development are on a positive trajectory. The consensus of stakeholders is that the County Manager must be able to maintain and enhance what is working so well, and, also have the ability to respond to changing needs and circumstances in order to ensure enriching lives beyond expectation remains as true tomorrow as it is today.
CLASSIFICATION: COUNTY MANAGER

Department: County Manager
Pay Grade: (TBD)
FLSA Status: Exempt

Job Summary:
Perform work of unusual difficulty providing administrative and managerial direction to Pinal County under general guidance and direction.

This position is not covered under the Pinal County Merit System. Incumbents in this position serve at the pleasure of the Board of Supervisors. The employment relationship of incumbents in this position is “at will”; the employee may be terminated at any time, for any reason, with or without cause.

Work in this classification requires an individual to be able to perform the essential functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary classification functions herein described. Since every duty associated with this classification may not be described herein, employees may be required to perform duties not specifically spelled out in this classification description, but which may be reasonably considered to be incidental in the performing of their duties as though they were actually written out in this description.

Employment is contingent upon successful completion of a criminal background check and verification of work history, academic credentials, licenses, and certifications as applicable.

Physical Demands:
The work is sedentary and requires exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. The work also requires the ability to finger, reach, perform repetitive motion, hear, speak, stand, walk, operate motor vehicles, and demonstrate mental and visual acuity.

Work Environment:
Work is performed in a dynamic environment that requires the ability to be sensitive to change and responsive to changing goals, priorities, and needs.

Pinal County has the right to revise this description at any time and does not represent in any way a contract of employment.

Requirements:
• Bachelor’s degree in Business or Public Administration or closely related field.
• Ten (10) years in an administrative or supervisory role in a related public sector environment.
• Or an equivalent combination of relevant education and/or experience may substitute for the minimum requirements.
• Valid Driver’s License with an Arizona Driver’s License required within 30 days of hire.

Preferred Qualifications:
• Master’s Degree

Do YOU have what it takes?

How To Apply: Go to www.pinaljobs.com, to complete the online application AND upload your professional resume (NOT a URL to your LinkedIn profile). To be considered, please be sure to complete ALL fields of the application. Qualified candidates will be required to complete a series of assessments, including EQ-i 2.0, CQ, and Kolbe before moving forward for an interview.

Deadline: May 28, 2019

For more information, please contact:
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Pinal County Human Resources
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Florence, AZ 85132
Direct Line: (520) 866-6228

PINAL COUNTY
WIDE OPEN OPPORTUNITY