

**CAO Selection Oversight Committee  
MEETING MINUTES**

Friday, August 2, 2024  
12:00 p.m.  
NPCA Main Office  
Carolinian Hall  
3350 Merrittville Highway, Thorold, ON

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**MEMBERS PRESENT:** J. Metcalfe, Chair  
S. Beattie, Vice Chair  
D. Cridland  
R. Foster (joined at 12:36 p.m.)

**STAFF PRESENT:** C. Sharma, CAO  
M. Ferrusi, Manager, People and Performance

**OTHERS:** S. Fagundes, HR Associates  
L. Sherin, HR Associates

The NPCA Chair called the meeting to order at 12:07 p.m.

**1. APPROVAL OF AGENDA**

Resolution No. SC-06-24  
Moved by: Member Beattie  
Seconded by: Member Cridland

**THAT** the agenda for the CAO Selection Committee meeting of August 2, 2024 **BE ADOPTED** as presented.

**CARRIED**

**2. DECLARATIONS OF CONFLICT OF INTEREST**

None.

**3. APPROVAL OF THE MINUTES**

**3.1. Minutes of the CAO Selection Oversight Committee dated July 17, 2024**

Resolution No. SC-07-2024  
Moved by: Member Cridland  
Seconded by: Member Beattie

**THAT** the minutes of the CAO Selection Committee meeting dated July 17, 2024 **BE APPROVED.**

**CARRIED**

#### **4. CLOSED SESSION**

**4.1 Consideration of personal matters about an identifiable individual, including NPCA employees, municipal or local board employees (CAO recruitment process discussion)**

Resolution SC-08-2024

Moved by: Member Cridland

Seconded by: Member Beattie

**THAT** the Board move into closed session at 12:09 p.m.

**CARRIED**

Resolution SC-09-2024

Moved by: Member Foster

Seconded by: Member Cridland

**THAT** HR Associates proceed to schedule Round 1 interviews with the identified candidates.

**CARRIED**

#### **5. ADJOURNMENT**

Resolution SC-10-2024

Moved by: Member Foster

Seconded by: Member Cridland

The CAO Selection Oversight Committee meeting adjourned at 1:24 p.m.