

Attachment 1

Proposed Recruitment Process - 2018 Citizen Appointments City of Saskatoon Controlled Corporations and Statutory Boards

The following recruitment process, based on the SaskTel Centre Board Member Recruitment and Retention Strategy, with minor modifications, is recommended for the 2018 City of Saskatoon Controlled Corporation and Statutory Board citizen appointments:

1. Each Controlled Corporation and Statutory Board will develop a Board Member Skills Competencies Matrix identifying current expertise of existing Board Members and identifying skill sets missing from current Board composition and provide such information to the City Clerk's Office prior to advertising for 2018 vacancies.
2. Each Controlled Corporation and Statutory Board will discuss with the City Clerk's Office possible media forums to advertise the 2018 Board Member vacancies.
3. Each Controlled Corporation and Statutory Board will develop an internal candidate review process to conduct interviews/vet applications of possible candidates.
4. The City Clerk will forward all applications received to each Controlled Corporation and Statutory Board to engage in their internal candidate review process. The internal candidate review process to take place in October, 2017.
5. Each Controlled Corporation and Statutory Board, after completing its vetting process, will return all applications to the City Clerk, along with a report to the Governance and Priorities Committee (GPC) outlining at least two to three recommendations for appointment for consideration by GPC, including the reasons as to why the particular candidates are preferred. Sufficient biographical information and information as to the Board's internal candidate review process must be provided to ensure GPC can make informed recommendations to City Council. Each Controlled Corporation and Statutory Board to submit their respective reports and recommendations to the City Clerk's Office no later than November 7, 2017.
6. For existing Board Members seeking reappointment, each Controlled Corporation and Statutory Board must conduct a performance evaluation and submit the performance evaluations along with the applications and recommendations for consideration by GPC. Information as to reappointments must be submitted simultaneously with new member

appointment recommendations and information to the City Clerk's Office no later than November 7, 2017.

7. GPC will consider the applications and Board recommendations at its November 14, 2017 meeting. Appointments to Advisory Committees and External Boards will be considered by GPC at its October 16, 2017 meeting. Staggering GPC's consideration of the appointments will permit the Controlled Corporations and Statutory Boards an opportunity to engage their respective internal candidate review processes in October, 2017.
8. City Council will make appointments at its Regular Business Meeting on December 18, 2017. Appointments to Advisory Committees and External Boards will be made by City Council at its November 20, 2017 meeting. Staggering City Council's appointments will permit the Controlled Corporations and Statutory Boards an opportunity to engage their respective internal candidate review processes in October, 2017.
9. The City Clerk's Office will correspond with all candidates, both successful and unsuccessful, to advise of City Council's decision.