

## INFORMATIONAL MEMORANDUM

### Tukwila Pool Metropolitan Park District

TO: **Tukwila Pool MPD Board**

FROM: Jennafer Price Cargill, Executive Director

DATE: September 18, 2014

SUBJECT: **Ad hoc transition committees update**

#### **ISSUE**

An update on the progress of the ad hoc committees formed to transition the Tukwila Pool operations to the TPMPD

#### **FINANCIAL IMPACT**

none

#### **BACKGROUND**

In July, the TPMPD Board voted to form four ad hoc committees to address the various work necessary to transition to self-operating. Those committees were: Hiring, Logistics, Budget and Legal.

#### **DISCUSSION**

For information purposes only.

- The Hiring Committee met 3 times, reviewed applications from 19 candidates, screened 9, interviewed 5 and are recommending 3 finalists for the Aquatics Manager position to the full Board of Commissioners.
- The Budget Committee has developed a schedule of tasks and recommendations on the budget for staff benefits.
- The Logistics Committee has reviewed the Master Transition Task list, developed a Policy Matrix and recommended the creation of an IT Committee.

#### **ATTACHMENTS**

none