



NOMINATING BOARD

ANNUAL REPORT
FISCAL YEAR 2015-16



NOMINATING BOARD

I. PURPOSE

- A. **ESTABLISHED.** The Nominating Board is established by City Code Section 2.115 with the purpose of making recommendations to the Mayor for citizens to be appointed to boards and Multi-jurisdictional boards.
- B. **PURPOSE AND DUTIES.** As outlined in Section 2 of the Orlando City Code, the purpose and duties of the Nominating Board are:
 - 1. To make recommendations to the Mayor of qualified individuals for appointment to boards and multi-jurisdictional boards, except the Nominating Board itself. The Mayor reserves the right to accept, reject or modify the recommendation. The appointments made by the Mayor are confirmed by City Council.
 - 2. To coordinate, along with the appropriate City staff, all functions regarding advertisements of vacancies on boards, the planning of orientation sessions to municipal government for new board members, and the monitoring of any other matters dealing with citizen participation on boards and multi-jurisdictional boards.
 - 3. To perform such other undertakings related to boards as the City Council may assign the Nominating Board.
- C. **GOAL OF THE BOARD.** The goal of the Nominating Board is to ensure the membership of the City boards reflects the unique diversity of the City in terms of gender, race, ethnicity, age and geography.

II. ADMINISTRATION

- A. **STAFF.** The City Clerk provides staff support and administration for the Nominating Board. Key staff are as follows:
 - 1. Amy Iennaco, Chief Assistant City Attorney/Interim City Clerk
 - 2. Stephanie Herdocia, Board Coordinator
- B. **STAFF CHANGES.** The Nominating Board Recording Secretary, Kyle Reynolds, transferred to another department with the City of Orlando in August 2016. Stephanie Herdocia was hired to replace Mr. Reynolds in September 2016.

III. BOARD MEMBERS

- A. **NUMBER.** The Nominating Board has nine (9) members which are appointed by the Mayor, and confirmed by City Council.
- B. **REQUIREMENTS.** Each member is eligible to serve two (2) 2-year terms.
- C. **ATTENDANCE.** The annual attendance report is attached.
- D. **CHAIRMAN.**
Sarah Kelly
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Orlando, Florida 32803
p. 407.898.8933 · e. sarahkelly548@gmail.com



NOMINATING BOARD

E. VICE CHAIRMAN.

Janet Pesquera

p. [REDACTED] e. janet.pesquera@gmail.com

F. BOARD MEMBERS.

| <u>MEMBER</u> | <u>TERM</u> | <u>APPOINTED</u> | <u>TERM EXPIRATION</u> | <u>STATUS</u> |
|--------------------------|-------------|-------------------|------------------------|-----------------|
| Sarah Kelly* | 2 | 06/01/2013 | 05/31/2017 | Active |
| Janet Pesquera** | 2 | 09/29/2014 | 05/31/2016 | Active |
| Matthew Alexander | 2 | 09/08/2014 | 05/31/2016 | Active |
| Deloris Batson | 2 | 07/08/2013 | 05/31/2017 | Active |
| Lyndon Carter | 1 | 07/11/2016 | 05/31/2017 | Active |
| Kimberly Holdridge | 2 | 06/01/2014 | 05/31/2016 | Active |
| Margaret Lezcano | 1 | 02/29/2016 | 05/31/2017 | Active |
| Krystle Nguyen | 1 | 05/09/2016 | 05/31/2018 | Active |
| Abdullah Tharoo | 2 | 12/09/2013 | 05/31/2015 | Active |
| <i>Molly Delahunty</i> | | <i>06/01/2014</i> | <i>05/31/2016</i> | <i>Resigned</i> |
| <i>Earnest DeLoach**</i> | | <i>06/01/2013</i> | <i>05/31/2017</i> | <i>Resigned</i> |
| <i>Denise Hammond</i> | | <i>06/01/2015</i> | <i>05/31/2017</i> | <i>Resigned</i> |

IV. MEETINGS

- A. DAY AND TIME. The Nominating Board meet on the second Wednesday of each month at 8:30 a.m. in the Sustainability Conference Room – City Hall, 2nd Floor.
- B. NUMBER. The Nominating Board scheduled twelve (12) meetings in Fiscal Year 2015-16 and held eleven (11) meetings dated: October 14, 2015, November 11, 2015, December 9, 2015, January 13, 2016, February 10, 2016, March 9, 2016, April 13, 2016, May 11, 2016, June 8, 2016, July 13, 2016, August 10, 2016, and September 14, 2016. Volunteer hours for the Nominating Board for Fiscal Year 2015-16 totaled 81.40 cumulative hours not including network/recruiting events. January 13, 2016 meeting was not held due to not meeting quorum.

V. WORKLOAD

- A. SYNOPSIS. The Nominating Board recommended forty-eight (48) new appointments and thirty nine (39) reappointments during the Fiscal Year 2015-2016.

| <u>BOARD</u> | <u>New Appointments</u> | <u>Reappointments</u> |
|--|-------------------------|-----------------------|
| Affordable Housing Advisory Committee | - | - |
| Appearance Review Board | 3 | 1 |
| Audit Board | - | 2 |
| Board of Zoning Adjustment | 5 | 2 |
| Building & Fire Codes Board of Appeals | 2 | 2 |



NOMINATING BOARD

| | | |
|---|---|---|
| Certification Board | 2 | 2 |
| Chapter 57 Review Board | 3 | 2 |
| Citizens' Police Review Board | 3 | 5 |
| Civil Service Board | - | 2 |
| Code Enforcement Board | 3 | - |
| Criminal Nuisance Abatement Board | 1 | 1 |
| Downtown Development Board | 1 | 1 |
| Downtown South Neighborhood Improvement District Advisory Council | 4 | - |
| Family, Parks & Recreation Board | 2 | 3 |
| Harry P. Leu Gardens Board of Trustees | 3 | 1 |
| Historic Preservation Board | 2 | 4 |
| Mennello Museum Board of Trustees | 2 | 4 |
| Municipal Planning Board | 3 | 2 |
| Orange Blossom Trail Development Board | 1 | - |
| Orange County Library Board of Trustees | - | 1 |
| Orlando Housing Authority | - | 1 |
| Orlando Utilities Commission | 1 | - |
| Public Art Advisory Board | 4 | 3 |
| Vehicle for Hire Appeal Board | 3 | - |

- B. DEMOGRAPHICS. The goal of the Nominating Board is that the membership of the board reflects the unique diversity of the City in terms of gender, race, ethnicity, age and geography. The comparison demographics are as follows:

| DISTRICT REPRESENTATION | FY2013-14 | FY2014-15 | FY2015-16 |
|--------------------------------|------------------|------------------|------------------|
| District 1 | 15% | 7.21% | 8.77% |
| District 2 | 5% | 7.21% | 2.63% |
| District 3 | 35% | 35.14% | 35.96% |
| District 4 | 33% | 37.84% | 36.84% |
| District 5 | 7% | 9.01% | 10.53% |
| District 6 | 6% | 3.60% | 5.26% |
| Other (non-City) | 30% | 31.48% | 30% |

| RACE/ETHNICITY | FY2013-14 | FY2014-15 | FY2015-16 |
|----------------------------|------------------|------------------|------------------|
| African-American | 20% | 19.87% | 20.99% |
| American Indian (Aleutian) | - % | 1.28% | 1.23% |
| Asian | - % | 6.41% | 5.56% |
| Caucasian | 62% | 56.41% | 51.23% |
| Other | 4% | - % | 3.70% |
| Hispanic/Latino | 14% | 17.72% | 16.67% |



NOMINATING BOARD

| <u>GENDER</u> | <u>FY2013-14</u> | <u>FY2014-15</u> | <u>FY2015-16</u> |
|---------------|------------------|------------------|------------------|
| Male | 58% | 58% | 60 % |
| Female | 42% | 42% | 40% |

Sarah Kelly
Chairman

Stephanie Herdocia
Board Coordinator

Amy T. Iennaco
Interim City Clerk



Nominating Board Attendance Report



Fiscal Year: 2015-2016

Target Number of Meetings: 12

Recording Secretary: Stephanie Herdocia

| Name | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | # held | # miss | % miss | Date Appointed | Term Ends | |
|--------------------------|-----|--------------|-----|-----|-----|--------------|-----|-----|-----|-----|-----|-----|--------------|--------|----------|----------------|-----------|--|
| Alexander, Matthew | X | X | X | N | X | X | X | X | X | A | X | X | 10 | 1 | 8% | 09/08/14 | 05/31/18 | |
| Batson, Deloris | A | X | X | N | X | X | X | X | X | A | X | X | 9 | 2 | 17% | 07/08/13 | 05/31/17 | |
| Carter, Lyndon | NM | | | | | | | | | | | | 3 | 0 | 0% | 07/11/16 | 05/31/17 | |
| Delahunty, Molly | A | X | X | N | X | R (02/04/16) | | | | | | 3 | 1 | 8% | 05/12/14 | 05/31/17 | | |
| DeLoach, Earnest** | A | X | X | N | X | X | A | X | A | R | | 5 | | 3 | 25% | 08/15/11 | 05/31/18 | |
| Hammond, Denise | X | R (10/14/15) | | | | | | | | | | | | 1 | 0 | 0% | | |
| Holdridge, Kimberly | X | X | X | N | X | X | X | A | X | X | P | A | 9 | 2 | 17% | 05/12/14 | 05/31/18 | |
| Kelly, Sarah* | X | X | X | N | X | X | X | X | X | X | X | X | 11 | 0 | 0% | 07/09/12 | 05/31/17 | |
| Lezcano, Margaret | NM | | | | | | | | | | | | 6 | 1 | 8% | 02/29/16 | 05/31/17 | |
| Nguyen, Krystle | NM | | | | | | | | | | | | 6 | 1 | 8% | 02/29/16 | 05/31/18 | |
| Pesquera, Janet | X | X | X | N | X | X | X | X | X | X | X | X | 11 | 0 | 0% | 09/29/14 | 05/31/18 | |
| Tharoo, Abdullah | X | X | X | N | P | X | X | A | X | X | X | X | 10 | 1 | 8% | 08/12/14 | 05/31/18 | |
| Total Meetings Held: | | | | | | | | | | | | | 11 | | | | | |
| Duration of Meeting***: | 37 | 61 | 58 | 0 | 70 | 55 | 66 | 63 | 68 | 33 | 50 | 73 | (in minutes) | | | | | |
| Total Members Attending: | 6 | 8 | 8 | 0 | 8 | 9 | 8 | 7 | 8 | 7 | 8 | 7 | | | | | | |

| | | | | | | | | | | | | | | | | | |
|------------------|------|------|------|------|------|------|------|------|------|------|------|------|----------------------------|--|-------|--|--|
| Volunteer Hours: | 3.70 | 8.13 | 7.73 | 0.00 | 9.33 | 8.25 | 8.80 | 7.35 | 9.07 | 3.85 | 6.67 | 8.52 | Total YTD Volunteer Hours: | | 81.40 | | |
|------------------|------|------|------|------|------|------|------|------|------|------|------|------|----------------------------|--|-------|--|--|

*Chairperson
**Vice Chairperson
Quorum = 5

A=Absent
X=Attended
N=No Meeting
TE=Term Expired
NM=New Member
R=Resigned
T=Terminated

*Contacted due to Attendance
Green/Yellow/Red=Letter Issued
P=Phone

***In the 'Duration of Meeting' field, enter a whole number. (Example: if the meeting was 30 minutes long, enter '30'.)