

## **Barnstable County Economic Development Council Nominating Process**

### **Purpose**

The purpose of this process is to outline the procedure by which vacancies on the Barnstable County Economic Development Council will be filled following initial organizing by the Barnstable County Commissioners.

The Barnstable County Economic Development Council (BCEDC) shall be responsible for recommending board members to the Barnstable County Commissioners to fill vacancies to the BCEDC as they may arise.

### **Nominating Committee**

A nominating committee shall be appointed by majority vote of the members of the BCEDC at a regularly scheduled posted meeting of the BCEDC. The nominating committee will be a subcommittee of the BCEDC. Members of the nominating committee will be comprised of the Chair, and two members of the BCEDC.

The nominating committee will be responsible for recruiting new members to fill vacancies to the BCEDC. The nominating committee will ensure, in accordance with Barnstable County Ordinance 17-13 creating the Barnstable County Economic Development Council (BCEDC), that prospective candidates for the BCEDC have an understanding of the regional economy and the challenges facing long-term economic sustainability; represent the main economic interests of the Region, including the private sector, public officials, community leaders, private individuals, representatives of workforce development boards, institutions of higher education, minority and labor groups, and others who can contribute to and benefit from improved economic development in the Region. Further the nominating committee will make recommendations to ensure that the BCEDC maintains an appropriate balance of members described above as needed to maintain its Comprehensive Economic Development Strategy (CEDS) certification and Barnstable County's Economic Development District designation from the Economic Development Administration.

### **Process for Nominating Candidates to Fill Vacancies.**

Following notice of resignation of a current member from the BCEDC, the BCEDC, at a regularly scheduled posted meeting shall vote to post vacancies to the BCEDC on its website.

Prior to posting vacancies and seeking nominations, the CCC Staff will provide the nominating subcommittee with a current membership list and the BCEDC Ordinance for review.

### **How candidates will Apply**

Candidates interested in the position will submit a letter of interest and resume to the Cape Cod Commission staff as indicated on the posted vacancy. The CCC will share candidate submittals with the BCEDC Nominating Committee.

At a posted meeting of the nominating committee, members of the nominating committee will evaluate the current composition of the current board to assess the experience and interests among current

members and identify gaps in the qualifications and experience needed on the BCEDC as outlined in the BCEDC Ordinance 17-13.

The nominating committee will be responsible for identifying and recruiting candidates to fill vacant positions and, at regularly scheduled meetings of the BCEDC, will solicit recommendations from all BCEDC members. The nominating committee should review the resumes of potential candidates, assessing their skills and experience to determine if they meet qualifications for the position. In reviewing candidate profiles, the committee should consider:

- Does the Candidate fill a qualification outlined in BCEDC Ordinance 17-13?
- Does the Candidate balance representation of interests on the BCEDC?
- Does the individual have proven leadership or previous board experience?
- Does the individual have unique qualifications that support the goals of the BCEDC?

### **Recommendation of Candidates**

The BCEDC Nominating Committee will convene at the direction of the Chair of the BCEDC. The nominating committee may request an interview with the prospective candidate(s) but an interview is not required. The Nominating Committee will then decide if it will forward the recommended candidate(s) for appointment to the BCEDC by the Barnstable County Commissioners or it may reject the proposed candidates and ask the nominating committee for additional candidates.

When there is a vacancy of the BCEDC of the Ex-officio member representatives from each of the Barnstable County Commissioners, the Cape Cod Commission and the Assembly of Delegates, the Nominating Committee will notify these board(s) and seek appointments of representatives for the BCEDC from the respective bodies from which there is a vacancy.