## MINUTES March 9, 2018 10:00 a.m.

## Administrative Assistant Committee Meeting Bismarck Police Department, Bismarck, ND

1. Committee members present: Mike Stensrud, Mike Wetsch and Nancy Miller. Others present: Executive Director John J. Shorey III.

2. The committee had chosen four applicants to interview. John advised that one of the four applicants had removed themselves from consideration, leaving three applicants to be interviewed. One of the applicants did not show up for their interview. The committee interviewed the remaining two applicants.

3. The committee decided to have Mike Stensrud and John Shorey review other applications that were received by the Board. The committee left the decision to Mike and John if more interviews needed to be conducted; if not the committee agreed to offer the position to Robin Carlson who was one of the two applicants interviewed.

4. Meeting was adjourned at 12:07 p.m.

Chairman

NDPISB Executive Director

Date

5/15/18 Date