



OFFICE OF THE COUNTY EXECUTIVE

*Milwaukee County*

CHRIS ABELE • COUNTY EXECUTIVE

Date: December 5, 2016  
To: Supervisor Supreme Moore Omukunde, Chairman, Health and Human Needs Committee  
From: Chris Abele, County Executive  
Subject: Holly Davis appointment process

In response to your inquiries, and because I am unable to attend next week's Health and Human Needs Committee meeting, I am writing to provide you with additional information about the recruitment and selection process that ultimately led to my appointment of Holly Davis as Director of the Department on Aging. I value a robust and transparent recruitment and selection process precisely because I know we can't make progress on the issues we care about without talented leadership.

As with other leadership-level appointment processes, the Aging Director process involved a national search to find the best possible candidate. My staff worked with HR personnel to put together an extensive list of diverse organizations, listservs, and online mediums that might attract high quality candidates. After advertising the position for several weeks, we received 81 applications for the position. Staff from HR and my office then narrowed the candidate pool down to ten candidates. As with any of our high-level appointment processes, we took great care to scrutinize candidate resumes and application materials before narrowing the pool.

After a round of phone screens were conducted with the top-tier candidates, my staff worked with HR personnel to create a pair of interview panels that would conduct face-to-face interviews with the final candidates. Each interview panel consisted of a diverse group of individuals representing my office, Human Resources, the Commission on Aging, and other organizations both within and outside of Milwaukee County. It is important to note that the suggestion to add Commission on Aging members to our interview panels came from the Commission itself, and I sincerely thank those Commissioners who participated for volunteering their time during this process.

The first interview panel interviewed the final candidates, and based on those interviews, the candidate pool was then narrowed to four candidates. Each of those candidates was then interviewed by our second interview panel. Based on those interviews the candidate pool was then narrowed down to two final candidates. I then interviewed each of the final two candidates before making my decision to appoint Ms. Davis based on her qualifications and passion for public service.

I am extremely grateful for all of the time and effort that County staff and community volunteers put into this process. I couldn't be happier about the future of the Department on Aging with Ms. Davis as its Director. I look forward to working with you in the future as we strive to make our community a great place for our seniors.

Sincerely,

Chris Abele

Milwaukee County Executive

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