



PIRE

CEO Selection and Transition Plan

Schedule and Prime Agenda

December 2017 Board Meeting:	CEO announces retirement plans to the Board – January 2018 PIRE News.
April 24-25 Board Meeting:	Kick-off CEO Transition Plan ➤ Status of PIRE; defining the role of the PIRE CEO. ➤ Review plan, roles and assignments for Governance and CEO Search Committee.
May 7, 2018:	Feedback from BODs on Selection and Transition Plan/Discussion Questions
May 7, 2018:	Contact Center Directors on planning All staff discussion meeting(s.)
June 5-6:	Implement Discussion Group Questions with Center Directors
July 24-25 Board Meeting:	Berkeley Meeting at Prevention Research Center ➤ Continued learning: Status of PIRE Strengths, Challenges, Threats and Opportunities –defining the role of the CEO. ➤ Presents plan for Staff inclusion; recruitment; selection process; Search Committee reviewed/approved by the Board. ➤ Discussion of themes, observations and emerging priorities for the CEO recruitment. Concepts summarized at meeting.
August 2018:	Governance Committee reviews PRC's Discussion meeting
August 2018:	Schedule discussion groups across all Centers
December 4-5 Board Meeting:	Year-end review completed –priorities for CEO recruitment defined. ➤ Draft document for Board review; prepared by Governance. ➤ PIRE Staff input shared and discussed. ➤ Critical elements of Job Description articulated.
April 2019 Board Meeting:	Description and Announcement finalized ➤ Draft Job Description prepared by Governance ➤ Recruitment and selection process prepared by Governance; reviewed and approved.
May-June 2019:	Job posted externally & internal ➤ Search committee - reviews applications – screening process.
September/October 2019:	Interview candidates ➤ Selection process announced and implemented.
December 2019 Board Meeting:	CEO transition meeting.
April 2020 Board Meeting:	New CEO leading PIRE; first Board meeting.