

**Meeting with Tawni Shepherd**

**January 8, 2018**

**11:31 a.m.**

Present: Commissioner Fund, Commissioner Jackson, Commissioner Stamper, Tawni Shepherd

Guest(s): Toni Just

Recorder: Rieva Lester

Tawni Shepherd gave a brief recap of her work history.

She said she would like to see records management expanded under Risk. She said records retention training would be beneficial to the entire county.

Tawni discussed steps Hazel Dibble has taken to improve records retention work.

Commissioner Jackson asked what changes may be needed as Paulette Young transitions out of her Risk position.

Tawni discussed the changes Munis will bring. She said she will step in as needed during the transition.

Commissioner Fund said the commissioners have asked Archie Smith to reach out to the search firm Prothman regarding Paulette's potential successor.

Commissioner Stamper said the county also is weighing how the possible hiring of a county manager could affect the Risk position.

Tawni said she did a lot of claims and lawsuit duties in the past.

Tawni discussed some of her work history, including work at a grocery store and a bank. Commissioner Jackson asked if Tawni would be interested in the Risk position.

Tawni said she is interested in the Risk Manager position.

Meeting ended at 11:58 a.m.