

Date: February 18, 2010
To: Board of Directors
Puget Sound Clean Air Agency
Subject: Joint Meeting – Introduction and Discussion with Executive Search Firm

Honorable Members:

A search firm to facilitate the Executive Director recruitment was chosen recently by the Board of Directors Sub-Committee, Paul Roberts, Jake Fey and Marina Cofer-Wildsmith. Karras Consulting is a local firm headed by Dennis Karras and Marissa Karaas and is headquartered in Olympia.

Karras Consulting has over 25 years of executive search experience with an emphasis on public sector searches. For your review, we have attached background information on both Dennis Karras and Marissa.Karaas; Mr. Karras will serve as Project Lead.

Mr. Karras and Ms. Karras have requested time with the Board and Advisory Council at the start of the joint meeting in February to introduce their organization and to ask each Board and Advisory Council member to identify the most critical qualification needed in a new Executive Director. Following the meeting, Dennis and Marissa will contact each member of the Board and Advisory Council individually to further discuss their responses.

Respectfully submitted,


Maryann G. Renzi
Director, Finance, Technology and Organization Development

Attachment

jwc

KARRAS CONSULTING

SECTION II – RELEVANT EXPERIENCE OF BIDDER

Project Team

Karras Consulting is a father/daughter firm located in Olympia, Washington specializing in providing customized human resource solutions. We are dedicated to being the best in the industry and our flexible approach is tailor-made to fit your organization.

I have also been a state government leader and understand the nuances of running large and complicated organizations. We are more than a consulting firm: we are experts in the public sector, partners you can depend on. Dennis Karras will be the lead consultant. Marissa Karras is an associate consultant who assists in the recruitment. Backup plans are in place should the project need additional resources to meet specific deadlines.



DENNIS KARRAS, SPHR
CEO & Project Lead

Phone Number: Phone: 360.867.1410

E-Mail Address: dennis@karrasconsulting.net

Dennis has more than 25 years of state government executive and legislative experience, including 8 years as the State Director of Personnel under two previous Governors. As a member of their Executive Cabinets, he administered the statewide human resource management system covering approximately 75,000 employees in state agencies, colleges and universities, providing executive recruitment, compensation, labor relations, training, performance management and payroll services. For 12 years Dennis worked for the House of Representatives, first as a Research Analyst for the State Government Committee and beginning in 1983, head of the non-partisan Committee Staff and finally Deputy Administrator, heading a staff of 100 lawyers, economists, budget and research analysts. Most recently, Dennis served as the Senior Vice President of Administration for the Washington State Employees Credit Union: a financial services organization with 21 branches, 155 thousand members and more than \$1.4 billion dollars in assets. He oversaw Human Resources: recruitment, compensation and classification, legal, payroll, employee, training, public and community relations, facilities, and administration. Dennis attended Shoreline Community College for two years, has an undergraduate degree in liberal arts and a certificate from the University of Michigan's Graduate School of Business advanced Human Resource Executive Program.



MARISSA KARRAS
Vice President & Project Support

Phone Number: Phone: 360.956.1336

E-Mail Address: marissa@karrasconsulting.net

Marissa has extensive experience in the areas of executive recruitment and compensation. As a project manager for Karras Consulting during the past five years, she has played a key role in coordinating executive searches and developing compensation strategy. Prior to joining Karras Consulting, she was a public relations and marketing director in the high-tech industry. She has also worked in human resources for both the Washington State Department of Fish and Wildlife and the Office of the Superintendent of Public Instruction. Marissa is a 1999 graduate of the University of Washington Foster School of Business with a concentration in human resource management and marketing.

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Staff Qualifications

Dennis Karras and Marissa Karras are both 100% engaged in the recruitment for the duration of the project.

Project Lead: Dennis Karras, CEO

Resume:

Dennis Karras, CEO
1501 Black Lake Blvd, Ste 100 • Olympia, Washington 98513
• dennis@karrasconsulting.net • 360.867.1410

Extensive Human Resource Background

Executive recruitment, selection and retention • Compensation • Training • Organizational development • Mediation • Diversity • Human resource information/payroll systems • Coaching • Harassment prevention and investigations • Employee Relations

Experience and Accomplishments

Human Resources Consulting 2003-Present
Olympia, Washington

Provide consulting to public and private sector organizations in the areas of executive recruitment, classification and compensation, coaching, investigations, and employee relations.

Senior Vice President

Washington State Employees Credit Union 2001-2008
Directed the administrative division of a \$1.4 billion, 21-branch credit union. Reported to the CEO. Responsible for Human Resources, Training, Public Relations, Facilities, and Administration. Selected by CEO Magazine as *Best Place to Work*.

Director

Washington State Department of Personnel 1993-2001
Directed Washington State's human resource management system which covers 75,000 state employees in general government and all public universities and colleges. Includes compensation, classification, recruitment and assessment, employee and management training, labor relations, performance management and productivity, personnel/payroll information systems, and human resource policy development.

- Served as a key member of the Governor's Executive Cabinet. Appointed by two Governors to the post of State Personnel Director. Also served on the Governor's Sub-Cabinet for Management and Quality Improvement.
- Ranked second in the nation as the best state government human resource management system in a national study conducted by *Governing Magazine* and the *Maxwell School* at Syracuse University.
- Created the State's career transition center providing outplacement counseling, skills assessment, retraining resources, resume preparation assistance, interviewing techniques and other job seeking related skills for state employees being laid off or at risk reduction -in-force.
- Directed development of a Human Resource Data Warehouse that allowed immediate, desktop access to statewide personnel (such as demographics, salary levels, turnover rates). Nationally

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recognized by *InfoWorld* magazine as number 8 on its list of the 100 "most innovative computing projects in American business".

- Created the Human Resource Education & Liability Prevention (HELP) Academy – a comprehensive training program to teach managers to deal effectively with and prevent high liability human resource issues such as discrimination, sexual harassment, wrongful discharge, failure to reasonably accommodate, etc. The HELP Academy received the national Council of State Government's 1999 Innovations Award.

Deputy Director

State of Washington House of Representatives

1991-1993

Managed the House of Representatives' staff and budget (400 employees, \$50 million budget). Directed the activities of staff engaged in bill drafting, research, and policy and budget analysis for the House of Representatives. Provided complete array of technical and policy level human resource services.

Committee Staff Director

State of Washington House of Representatives

1981-1993

Director of non-partisan committee services staff (lawyers, economists, budget and research analysts). Recruited and selected staff, performed workplace investigations, developed and maintained performance-based classification and pay plan, developed human resource policy, and handled disciplinary and corrective actions.

Education

The Evergreen State College, Olympia, Washington
Liberal Arts Degree

University of Michigan, Graduate School of Business, Ann Arbor, Michigan
Human Resource Executive Program. 1989

Sample of Past and Present Memberships/Affiliations

Governor's Sub-Cabinet on Management and Quality Improvement
Co-Chair, Governor's Advisory Committee on Initiative 200
Washington State Productivity Board
Governor's Affirmative Action Policy Committee
National Association of State Personnel Executives
Society for Human Resource Management
Credit Union Executives Society
Vietnam Era Veteran

References, presentations and publications available upon request.

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Project Support: Marissa Karras, Vice President

Resume:

Marissa Karras

1302 Black Lake Blvd SW, Suite 101 • Olympia, Washington 98512

• marissa@karrasconsulting.net • 360-936-1336

Human Resource Background

• Executive recruitment, selection and retention • Compensation • Training • Coaching and counseling • Harassment prevention and investigations • Employee Relations

Experience and Accomplishments

Human Resources Consulting

2003-Present

Olympia, Washington

Provide consulting to public and private sector organizations in the areas of career transition assistance, executive recruitment, classification and compensation, coaching, investigations, and employee relations.

Events Director

Orblynx

Fairfax, VA

2001-2003

Directed the events department for a high-tech firm that specialized in providing satellite technology to distribute internet content to internet service providers. Responsible for a team of events coordinators located in five offices globally.

Marketing Director

The Rainier Club

Seattle, WA

1999-2001

Directed the marketing department for a private club located in downtown Seattle. Responsible for the planning of all annual membership events. Managed the Heritage Fund, a \$1.5 endowment fund designed to preserve the heritage of the Rainier Club for future generations.

Education

University of Washington, Foster School of Business

B.A., Management and Organization - 1999

Affiliations

Kappa Alpha Theta

Board Member, Griffin School Foundation