

**TOWN OF HILTON HEAD ISLAND**  
**Evaluation Committee Meeting Minutes**  
**RFP 2019-0029**  
**Classification and Compensation Study**  
**September 20, 2019 @ 9:30 a.m.**  
**Town Hall - Conference Room 3**

**Committee Members Present:** Angie Stone, Lisa Stauffer, Marcie Patton & Richard Groth

**Committee Members Absent:** None

**Non-Committee Members Present:** Jeff Ling (Evergreen Solutions)

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**1. Call to Order**

Mr. Groth called the meeting to order at 9:30 a.m.

**2. FOIA Compliance**

Public notification of this meeting was published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

**3. Regular Session**

There was no regular business to conduct and Mr. Groth motioned to go into Executive Session immediately which was seconded by Ms. Stone. The motion was approved unanimously.

**4. Executive Session**

Evaluation Committee members sat through a presentation by Jeff Ling of Evergreen Solutions, which was followed by a question and answer session. Once completed, a break was taken until 2:30 p.m.

Commencing at 2:30 p.m. Evaluation Committee members sat through a presentation by Carolyn Long of Management Advisory Group, which was followed by a question and answer session. Once completed, Mr. Groth motioned to end the Executive Session and adjourn the meeting which was seconded by Ms. Stone. The motion was approved unanimously.

**5. Adjournment**

Meeting adjourned at 3:32 p.m.

Submitted/ Approved By: Richard Groth, Procurement Officer, 9/20/19