



# City of Milwaukee

P.O. Box 324  
Milwaukee, WI 53201-0324

## Meeting Minutes

### HOUSING AUTHORITY EXECUTIVE SEARCH COMMITTEE

**CHARLOTTE HAYSLETT, CHAIR**

**Karen Goetzler, Vice Chair**

**Michelle Bryant, Pstr. Willie Davis and Betty Newton**

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Tuesday, November 11, 2025

3:00 PM

Hillside Family Resource Center  
1452 N. Seventh St., Milwaukee WI 53205

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The mission of the Housing Authority of the City of Milwaukee (HACM) is to foster strong, resilient and inclusive communities by providing a continuum of high-quality housing options that support self-sufficiency, good quality of life, and the opportunity to thrive.

#### Call to Order

*Meeting called to order at 3:05 p.m.*

#### Roll Call

**Present** 5 - Gotzler, Hayslett, Bryant, Newton, Davis

#### 1. [R13674](#)

Approval of the minutes of the following meetings

- - First Stakeholder Forum (public officials), held October 15th, 2025
- - Second Stakeholder Forum (residents & public), held October 17th, 2025
- - Regular Committee Meeting, held October 21st, 2025

**Sponsors:** THE CHAIR

**Attachments:** [Oct. 15, 2025 HACM Exec Search Cmte 1st Stakeholder Forum Minutes.pdf](#)  
[Oct. 17, 2025 HACM Exec Search Cmte 2nd Stakeholder Forum Minutes.pdf](#)  
[Oct. 21, 2025 HACM Exec Search Cmte Meeting Minutes.pdf](#)

**“A motion was made by Committee Member Newton, seconded by Committee Member Davis, that this Motion be APPROVED. This motion PREVAILED by the following vote:”**

**Aye** 5 - Gotzler, Hayslett, Bryant, Newton, and Davis

**No** 0

2. [R13675](#) Presentation from Executive Search Firm The Organizational Leadership Edge (TOLE)

Stan Quy of TOLE may present/discuss the following:

- - Summaries of the Survey and Stakeholder Forums
- - Initial Drafts of the Ideal Candidate Profile, rating/ranking criteria for candidates, and first round interview questions
- - Discuss the number and quality of candidates to date, the potential of scheduling a Committee Work Session to review candidates and a discussion of the potential timeframe for first round interviews.

Sponsors: THE CHAIR

Attachments: [Summary of the HACM Stakeholders Survey - 11-02-25.pdf](#)

*Stan Quy and Joe Galvan of The Organizational Leadership Edge (TOLE) provided their impressions of the two Stakeholder Forums that were held on October 15th and October 17th and walked through the minutes of the second forum to highlight the input from residents and the public. They appreciated hearing from both the public officials on October 15th and the residents and public on October 17th, and felt that the Forums provided three recurring takeaways: a desire that the candidate be able to understand the needs of residents, that they understand staff needs, and that the candidate have a solid understanding of finances.*

*Mr. Quy and Mr. Galvan next discussed their summary, attached, of the online survey results and highlighted the responses regarding HACM's strengths and weaknesses. The survey results had many common threads between the responses from the Boards, residents, public and staff, which provides consistent direction going forward. They felt that the Forums and the survey provided both confirmation of TOLE's plans going forward, and additional insight from the community that will be incorporated into the Ideal Candidate Profile, the Rating and Ranking criteria, and the development of interview questions.*

*Mr. Quy and Mr. Galvan shared their initial drafts of the Ideal Candidate Profile and the Rating and Ranking criteria, which included a synthesis of some of the ideas that came out of the Forums and survey. The Committee Members provided some first impressions, including some language updates, and direction to craft more specificity about Milwaukee and about HACM's challenges into what the organization should be looking for. They also made note of the balance desired in the scoring when assessing non-traditional candidates. Mr. Quy and Mr. Galvan asked that the Committee Members continue to look over the documents and provide them feedback in the next couple of weeks, as they work to create final drafts of the documents.*

*Mr. Quy noted that a number of candidates have already submitted their applications, and he is expecting more to come in. Committee Members asked about the ways that the firm is getting the word out about the position and soliciting applications. Mr. Quy and Mr. Galvan discussed targeting industry groups, both on industry job sites, and at conferences and other events, rather than emphasizing broad, public websites, that might produce a lower percentage of quality candidates. They have also been reaching out through their networks to make individual contacts. Committee members encouraged TOLE to incorporate a broad public presence for the job listing, to ensure that those considering applying are seeing consistent, multiple messaging about the*

*search. Mr. Quy and Mr. Galvan also asked the Committee Members to share their thoughts about local reach out, and encouraged them to get out the message locally to their networks as well. As for those who they have spoken with who weren't interested, the most common reasons given include the weather and the challenges facing HACM. Mr. Quy confirmed that as applications are received, he is reaching out to thank the candidate for the application, and either confirm everything is received, or let them know if it seems that something is missing.*

*Looking forward, it was decided that the next two weeks would be used to provide time for the Committee Members to share feedback and suggestions regarding the Ideal Candidate Profile and the Rating and Ranking criteria, and to spread the news of the position through their networks and encourage applications. At the same time, TOLE will be incorporating that information and finalizing those documents, as well as beginning to use them to craft an initial draft of first round interview questions. Mr. Quy and Mr. Galvan will also begin doing an initial review of the applications submitted and crafting summaries that will be provided to the Committee, alongside the application materials. The goal is to share all the documents, applications and summaries with the Committee prior to the next Committee Meeting, at which point, the expectation is that the Committee may review the applications received, discuss whether there is a need to keep the position announcement open and also consider a timeframe for first round interviews.*

*Chair Hayslett noted her belief that we will get back from the process what we put into it and what we put out into the world, and encouraged the work on this search to reflect the goals the Committee has for this process.*

3. [R13676](#) Schedule Next Meeting of HACM's Executive Search Committee

Sponsors: THE CHAIR

*During the meeting, the Committee Members scheduled the next Committee Meeting for Tuesday, December 2nd at 3:30pm at the Hillside Family Resource Center, 1452 N. Seventh St. (subject to change; agenda will be posted prior to the meeting)*

**Adjournment**

*There being no further business, Committee Member Gotzler made a motion to adjourn the meeting at 4:38 p.m. Committee Member Newton seconded the motion. There being no objections, the motion carried.*

*Minutes prepared by Patricia Dee*

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Be hereby notified that three (3) members of the Housing Authority of the City of Milwaukee Board of Commissioners or the Crucible, Inc. Board of Directors may be present at the meeting of the HACM Executive Search Committee, as some members serve on both boards. While quorum of the HACM Board or Crucible, Inc. Board may be present at the HACM Executive Search Committee meeting, they will not exercise the responsibilities, authority, or duties vested in the HACM Board of Commissioners or the Crucible, Inc. Board of Directors.

In the event that Common Council members who are not members of this committee attend this meeting, this meeting may also simultaneously constitute a meeting of the Common Council or any of the following committees: Community and Economic Development, Finance and Personnel, Judiciary and Legislation, Licenses, Public Safety and Health, Public Works, Zoning, Neighborhoods & Development, and/or Steering and Rules. Whether a simultaneous meeting is occurring depends on whether the presence of one or more of the Common Council member results in a quorum of the Common Council or any of the above committees, and, if there is a quorum of another committee, whether any agenda items listed above involve matters within that committee's realm of authority. In the event that a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting.

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