



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, Atty. Kim Hurtado and Betty
Newton**

Tuesday, September 23, 2025

3:00 PM

Hillside Family Resource Center,
1452 North Seventh Street, Milwaukee WI 53205

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 3:08 p.m.

Atty. Kim Hurtado resigned from the committee effective September 10, 2025.

Roll Call

Present 4 - Hayslett, Bryant, Newton, Davis

Excused 1 - Gotzler

1. [R13639](#) Approval of the minutes of the regular meeting held on September 9th, 2025

Sponsors: THE CHAIR

Attachments: [September 9, 2025 HACM Exec Search Cmte Meeting Minutes.pdf](#)

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

Aye 4 - Hayslett, Bryant, Newton, and Davis

No 0

Excused 1 - Gotzler

2. [R13640](#) Presentation of Next Steps from Executive Search Firm The Organizational Leadership Edge (TOLE)

Stan Quy of TOLE will discuss next steps in the search process, with possible items to include:

- - Final Version of the Position Announcement
- - Final Version of the Job Description
- - Draft of the Marketing and Outreach Plan
- - Update on the Recruitment Brochure
- - Update on the Initial Stakeholder Survey
- - Discussion of the Initial Stakeholder Forum

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Attachments: [HACM Job Announcement.pdf](#)
[HACM Job Description.pdf](#)
[HACM Marketing and Outreach Plan.pdf](#)
[HACM Recruitment Brochure.pdf](#)

Mr. Quy provided the latest drafts of several attached documents. Committee members made some suggestions regarding a few language and formatting changes to the Job Announcement, Job Description, and Recruitment Brochure, a first draft of which was provided at the meeting. Chair Hayslett and the staff will update the documents by the end of the week to their final forms.

Mr. Quy provided an update on the results received so far to the Stakeholder Survey. The survey will provide input into the development of the Ideal Candidate Profile. There have been 21 returns to date. the Committee and Mr. Quy agreed they would prefer a larger response size, so it was decided that the deadline for the completion of the surveys will be October 10th. Staff will follow up with those who have already received the survey invite, and the survey will continue to be provided to additional participants. Mr. Quy also shared some very early impressions about the responses to date to the first few questions of the survey, about the strengths, weaknesses, opportunities and threats facing HACM. At this time, about a third of the respondents, the largest single category were staff, with the other two thirds being made up of responses from residents, the Board, and community members.

Mr. Quy discussed the preliminary Marketing and Outreach Plan. Most of the discussion related to the initial stakeholder forum. Members were asked to consider their goals for the meeting, potential invitees, structure of the meeting, potential questions. Mr. Quy will provide some potential meeting outlines for the members to consider. There was consensus that there should be a targeted meeting for elected and government officials, nonprofit and partner organizations, and a meeting targeting residents, community leaders and the public to dig deep into each group's expertise.

3. [R13641](#) Schedule Next Meeting of HACM's Executive Search Committee

Sponsors: THE CHAIR

The next meeting of the HACM Executive Search Committee is currently scheduled for Tuesday, October 21, 2025 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 Newton made a motion to adjourn the meeting at 4:39 p.m. Committee Member Davis seconded the motion. There being no objections, the motion carried.

Minutes prepared by Patricia Dee.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreter or auxiliary aids. For additional information or to request this service, contact the Housing Authority ADA Coordinator at 286-5824, (FAX) 286-0833, (TDD) 286-3504 or by writing to the Coordinator at PO Box 324, Milwaukee, WI 53201-0324.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council Committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.

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.