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AGENDA ITEM

For Possible Action

Information Only

Date: February 3, 2022
Item Number: III
Title: Executive Director Recruitment Update

PURPOSE

The purpose of this report is to provide the Exchange Board of Directors with an update on the recruitment process of an Executive Director for the Exchange. The majority of this report will be provided to the Board verbally.

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BACKGROUND

Former Executive Director, Heather Korbolic resigned effective December 3rd, 2021. The Exchange staff initiated recruitment through the Department of Administration’s Division of Human Resources Management upon her resignation. The position recruitment was posted around November 29, 2021 and posting ended on January 14, 2022. These recruitment efforts attracted approximately five candidates who applied for this position. Recruitment was posted at the following locations:

- Nevada State Career website: <https://careers.nv.gov/>

- Nevada Health Link's LinkedIn: <https://www.linkedin.com/feed/update/urn:li:activity:6884937277420781569>
- Nevada Health Link website: <https://www.nevadahealthlink.com/careers/>
- NASHP: <https://www.nashp.org/careers/>
- Also shared on Facebook and Twitter page of Nevada Health Link

The Executive Assistant, Communications Officer, and Policy Compliance Manager at the Exchange have reviewed each of these applicants with the guidance of the Department of Administration's Division of Human Resource Management. In addition, the Exchange requested the assistance of the Division of Human Resource Management with the applicant's reference checks.

RECOMMENDATION

The Exchange staff recommends that the board take these applicants into consideration for the purpose of narrowing down who the board would like to invite to interview at the upcoming board meeting on February 24, 2022 at 12:30 pm or another date of the boards choosing.

For the purpose of keeping the public interview process consistent.

The Exchange and DHRM recommend that the board decide how many questions they would like to ask, who will ask the questions at the interviews, how these questions should be gathered, and how long the interviews should last.

It should be noted that in the Recommended Process for Public Interviews, that is from DHRM, the Chair of the Board has final review and approval of the questions prior to providing these in the Boards interview packets on the day of the interviews.