

AT A WORKSHOP HELD FOR CITIZEN ADVISORY  
COMMITTEE HELD IN AND FOR GADSDEN  
COUNTY, FLORIDA ON MARCH 6, 2025 AT  
5:00 P.M., THE FOLLOWING PROCEEDING WAS  
HAD, VIZ:

**Present:** Eric F. Hinson, Chair, District 1, Not Present  
Ronterious Green, Vice-Chair, District 5  
Alonzetta Simpkins, District 2  
Shawn Wood, District 3  
Brenda Holt, District 4  
Roosevelt Morris, Interim County Administrator  
Louis Baptiste, Interim County Attorney  
Adriana Quijada, Deputy Clerk  
Leann Jinks, Clerk Secretary to the Boards

**1. Call to Order, Invocation and Pledge of Allegiance**

Vice-Chair Green called the meeting to order at 5:05 p.m. Vice-Chair Green led into invocation and the Pledge of Allegiance.

*Commissioner Simpkins appeared at 5:06 p.m.*

**4. Citizens Requesting to be Heard on Non-Agenda Items (3-minutes Limit)**

The Gadsden County Board of County Commissioners welcomes and encourages public participation at all meetings of the Board. Citizens are free to speak for up to three (3) minutes on non-agenda items. Public comments and participation are also encouraged for items on the agenda. Additionally, if you are unable to attend a meeting in person, comments from the Public can also be submitted via email to [CitizensToBeHeard@gadsdencountyfl.gov](mailto:CitizensToBeHeard@gadsdencountyfl.gov) until noon on the date of the meeting. Comments submitted after the deadline, but prior to the meeting, will be added to the official record, but the County cannot guarantee that Commissioners and staff will have adequate time to review comments prior to the meeting. Citizens are further encouraged to participate on the County's website at [www.gadsdencountyfl.gov](http://www.gadsdencountyfl.gov).

Vice-chair Green read aloud the above statement.

**5. General Business**

**5.a Establishment of a Citizen Advisory Committee and the process for the Committee's involvement in the hiring of the County Administrator**

Mr. Morris presented the above item. This agenda item is for the purpose to outline a structured and transparent application review process for selecting the next County Administrator. This process incorporates Board directives to include two citizens from each district, along with Constitutional Officers, in the review panel.

Human Resources Director was not present to present.

Discussion points:

- Confirmation of the application scoring criteria.
- Determining public engagement opportunities.
- Reviewing the timeline for completion.
- Addressing any logistical consideration for panel participation

Mr. Morris stated Commissioner Holt has selected Tracey Stallworth and Bishop Willie C. Green.

*Commissioner Wood appeared at 5:10 p.m.*

Vice-chair Green stated it was his understanding they were selecting two candidates from their district.

Commissioner Simpkins stated she can submit her two names now.

Mr. Morris mentioned he thought there was an ordinance regarding this, and they have to be a citizen of the county.

Vice-chair Green mentioned the name of the committee to being 'citizens review committee'.

Mr. Baptiste stated there was no ordinance requiring the candidate to be a citizen, but there is some language and he read the requirements.

Commissioner Wood stated he selected Rob Presnell who received a notification and Antonio Jefferson.

Vice-chair Green stated he selected Joe Parramore and Juliet Fisher-Jackson.

Commissioner Simpkins stated her candidates are Michael Mason and Kendra Wilkerson.

Mr. Morris mentioned guideline and timeline dates.

Commissioner Simpkins stated she had initially asked for an outside source to verify applications but since that's not the case she thinks there needs to be someone other than the individual who this person will supervise doing the reviewing. She also stated the committee needs to be able to review all applicants and not just the ones Human Resources vets and hands over.

Vice-chair Green disagreed with the board receiving all applications, and stated he thinks the board should only get the applications that meet the qualifications that the board has asked for.

Mr. Baptiste asked Mr. Morris if 5.a was approved or is it a recommendation, and Mr. Morris stated item 5.a was just a foundation for this workshop.

Commissioner Simpkins stated they voted for the constitutionals to be a part of the citizen committee board and if they can't or don't want to be a part of the board then their office is just out.

Vice-chair Green stated he disagreed as there was a representative there tonight for the Sheriff as the sheriff himself could not make the meeting. He stated they obviously can't vote tonight but this is a decision they should come to as a board if the constitutionals can elect a representative.

Mr. Baptiste mentioned redacting personal and sensitive information from the applications if the board wants the committee to receive them.

*Commissioner Holt appeared at 5:31 p.m.*

Vice-chair Green asked Mr. Morris about finding a headhunter, and Mr. Morris stated the cost was very high.

Mr. Morris mentioned using the Human Resources attorney for a headhunter.

Commissioner Holt stated she wants all the applications to go to the committee for review. She also stated she wants to have a pre-background check done on the top 5 candidates.

Commissioner Simpkins stated the committee normally doesn't do ranking; they just give their top applicant picks.

Vice-chair Green asked how many applicants have applied, and Mr. Morris stated they have received 95 applications.

Mr. Baptiste stated because the board is not a part of the committee process, any information that the committee submits to the board will not create any liability for the board.

Commissioner Simpkins stated she agreed with Commissioner Holt on the process. She stated she thinks 10 applications would go to the board and the board takes it down to like 5 finalists and then do background checks.

Vice-chair Green asked if they wanted to change anything on the points grading scale for the position.

Commissioner Simpkins stated she wanted to add the vision for Gadsden County's future, and that was included in the position advertisement.

Commissioner Simpkins stated to change public administrative experience to governmental, local county specifically.

Mr. Baptiste stated in the advertisement, they put municipal county and/or state government.

Simpkins asked if they could say to add additional points for local government experience; Mr. Baptiste stated legally, they can, but to keep it close to what advertisement states.

Commissioner Holt stated she wanted to stick as close to the advertisement as possible.

Mr. Baptiste stated it is recommended by human resources to reduce the committee to 6 people, one per district.

Mr. Morris stated the board will continue with 2 candidates per district since that is what they already agreed on.

Mr. Baptiste mentioned giving his written opinion that clarifies the candidate requirements.

**6. Motion to Adjourn**

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, VICE-CHAIR GREEN DECLARED THE MEETING ADJOURNED AT 6:16 PM.**

**GADSDEN COUNTY, FLORIDA**

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**Eric F. Hinson, Chair  
Board of County Commissioners**

**ATTEST:**

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**NICHOLAS THOMAS, Clerk**