

## **Minnesota Sentencing Guidelines Commission**

### **Meeting Minutes**

**February 17, 2011**

The Commission meeting was held on February 17, 2011, at the MN Sentencing Guidelines Commission's Offices, 321 Grove Street, Saint Paul, Minnesota. Commission members in attendance were Chair Jeffrey Edblad, Reverend Bob Battle, Darci Bentz, Judge Edward Cleary, Tracy Jenson, Connie Larson, Justice Helen Meyer and Commissioner of Corrections Tom Roy. Interim Executive Director Jill Payne also attended. No members of the public attended.

#### **1. Call to Order**

The meeting was called to order by Chair Edblad at 2:09 p.m.

#### **2. Approval of Meeting Minutes from January 20, 2011**

**Motion** was made by Tracy Jenson and seconded by Judge Cleary to approve the minutes from January 20, 2011.

**Motion approved** without dissent.

#### **3. Executive Director Interviews**

The focus of the meeting was the interviews of the four finalists for the Executive Director position: Stella French, Tom Frost, Lisa Kloster, and Kelly Mitchell. The Department of Corrections received 46 applications total and reduced that number to 10 who met the minimum qualifications. Resumes for those 10 were reviewed by the Executive Committee of Chair Jeff Edblad, Co-Chair Tracy Jenson, Judge Edward Cleary, and Judge Gordon Shumaker, who then determined the four finalists.

After the interviews, the Commission discussed the candidates and selected Kelly Mitchell. The Commission requested that Chair Edblad offer Ms. Mitchell the Executive Director position.

**4. Public Input**

There were no members of the public in attendance.

**5. Adjournment**

The next commission meeting is tentatively scheduled for March 17, 2011.

**Motion** for adjournment was made by Reverend Battle and was seconded by Judge Cleary.

**Motion approved** without dissent.

Chair Edblad adjourned the meeting at 4:52 p.m.