



REPORT FOR ACTION WITH CONFIDENTIAL ATTACHMENT

Appointment of Chief Executive Officer

Date: January 7, 2019
To: Board of Directors, CreateTO
From: Board Chair, CreateTO
Wards: All

REASON FOR CONFIDENTIAL INFORMATION

This report deals with personal matters about an identifiable person.

SUMMARY

This report recommends the appointment of a Chief Executive Officer (CEO) to CreateTO.

RECOMMENDATIONS

The Board Chair, CreateTO recommends that:

1. The Board appoint the candidate identified in Confidential Attachment 1 to the position of Chief Executive Officer, once the recommendation is ratified by City Council, and subject to an agreement of employment terms.
2. The Board authorize the public release of the name and candidate summary of the individual identified in Confidential Attachment 1, once the recommendation is ratified by City Council and employment terms are agreed, and direct that the remainder of Confidential attachment 1 remain confidential as it contains personal information about an identifiable individual.
3. The Board forward its decision to City Council and request that City Council ratify the appointment of the candidate identified in Confidential Attachment 1 to the position of Chief Executive Officer, CreateTO, subject to an agreement of employment terms.

FINANCIAL IMPACT

There are no financial impacts beyond what has already been approved in the current year's budget.

DECISION HISTORY

RA1.6 – The Toronto Realty Agency Interim Board delegates authority to the Chief Corporate Officer to retain a search firm to undertake the recruitment of the CEO and establishes a Selection Panel (June 2017).

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.RA1.6>

RA2.3 – The Toronto Realty Agency Interim Board dissolves the Selection Panel, asks the Chief Corporate Officer to report on a CEO recruitment processes, and asks for a Transition Lead to be appointed while CEO recruitment takes place (July 2017).

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.RA2.3>

RA3.3 – Presentation to the Toronto Realty Agency Interim Board from Odgers Berndtson on CEO recruitment process and timeline and instructions to staff on the process (August 2017).

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.RA3.3>

RA4.3 – Antoinette Tummillo is appointed Transition Lead (Sept 2017).

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.RA4.3>

RA12.1 – Board Chair of CreateTO brings forward a report with confidential attachment on the CEO recruitment process and the Board of Directors of CreateTO decides to continue to work with an appropriate executive recruitment firm for the hiring of a permanent Chief Executive Officer (July 2018) and sends an update to the Executive Committee (EX36.48).

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.RA12.1>

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.EX36.48>

COMMENTS

A recruitment process was undertaken to fill the position of CEO, CreateTO and the following provides a chronology:

June 2017 - The Toronto Realty Agency Interim Board requested a Chief Executive Officer (CEO) search process, established a Selection Panel and engaged Odgers Berndtson to undertake a recruitment process.

July 2017 - The Selection Panel was dissolved by the Toronto Realty Agency Interim Board as the Board Chair wanted the entire board's participation in the process and to delegate to staff the management of the recruitment firm. The Interim Board asked for a report on the CEO recruitment process. The Interim Board also requested a Transition Lead be appointed while the CEO recruitment process was ongoing.

August 2017 - Odgers Berndtson presented the CEO recruitment process and timeline to the Interim Board. Odgers Berndtson with input from industry experts, Interim Board members and Senior City executives developed a position profile.

September 2017 - Antoinette Tummillo was appointed as Transition Lead while the Chair continued to work with Odgers Berndtson to recruit a CEO.

October 2017 - Odgers Berndtson posted an advertisement in the Globe & Mail, on their website, the City of Toronto website and on LinkedIn to support the recruitment process and started to compile the list of suitable candidates. Odgers Berndtson worked with the Toronto Realty Agency Interim Board to shortlist candidates.

March 2018 - The first candidate interviews were held including shortlisted candidates, but none were recommended for further interviews. Through 2Q2018, the CreateTO Board continued to work with Odgers Berndtson to identify additional candidates. The transition lead agreed to continue on in her role given the impending end of term of Council.

July 2018 - The CreateTO Board Chair brought forward a report with a confidential attachment on the CEO recruitment process and the Board decided to continue to work with Odgers Berndtson on the recruitment of a permanent CEO anticipating that the recruitment process would continue into the Fall of 2018. The appointment of a new CEO was targeted for Q1 2019 with the required Council ratification.

November, December 2018 - Additional candidate interviews were conducted.

An interview panel consisted of the Board Chair and all available board members.

The selection process for the position of CEO, CreateTO has been thorough and comprehensive, open, fair and objective.

A summary of the curriculum vitae of the recommended candidate is attached.

CONTACT

Sharon Goff-McCue, Director, Human Resources, CreateTO, sgoffmccue@createto.ca, 416.981.2454

SIGNATURE

Dino Chiesa
Board Chair, CreateTO

ATTACHMENTS

Confidential Attachment 1 - Curriculum Vitae of the Recommended Candidate