Nashville Music, Film, and Entertainment Commission
Ad Hoc Job Description Committee

MINUTES

January 22, 2025, 11:00 a.m.
Sonny West Conference Center
700 2nd Ave
Nashville, TN 37210

Commissioners Present: Jeff Gordon, (Chair), Mo Sabri, (Vice Chair), Michael Montgomery, Peter Kurland, Dave Pomeroy, Erika Nichols

Staff: Derrick Smith (Metro Legal), Jamari Brown (Metro),

Guests: Solomon Smith (guest public); Mr. Smith introduced himself.

1. Call to Order:
Chair Jeff Gordon called the meeting to order at 11:00AM. He welcomed the committee and asked for notes to be taken.

2. Public Comment Period:
Opportunity for public comment was offered. Solomon Smith, educator/songwriter/engineer introduced himself to the committee.

3. **Contacts and Disclosures:** (I didn't catch this, although I think there were one or two)

4. Approval of Minutes:
Commissioner Kurland moved to approve the minutes and Commissioner Montgomery seconded the motion. The motion passed unanimously.

5. Discussion
Commissioner Gordon nominated Commissioner Sabri as Vice Chair. Commissioner Kurland seconded. Discussion opened with Commissioner Kurland asking about reopening the job description as it wasn't posted to encourage applicants without college degrees, which is what the Commission voted on. After discussion, the committee agreed to explore reopening the job description and ask HR to reopen the search with a revision to the job description that would not require a four-year degree. Reopening the search would require full Commission approval. If the search is reopened, it will push out the final hiring date 30 days likely.

The discussion also included the fact that should the job be revised and reposted there is the question as to whether the new pool of applicants could be added to the existing applicants list or would all applicants need to resubmit.

Metro Legal Advisor Derek Smith questioned reopening the search with regards to any legal concerns that might arise and said it would be an HR question that would need investigation for any liability issues and therefore, he could not advise today whether the job search could be reopened without consequences. Mr. Smith is checking with HR on parameters on reopening the search and what that would require.

Commissioner Kurland moved to reopen the search with the approved language and Commissioner Montgomery seconded.

Commissioner Pomeroy noted that he found it hard to understand the hold up in reopening as the criteria should have been published as such in the first place.

Commissioner Kurland stated that if the reopening had no legal issues, then there didn't appear to be a need to delay until the next meeting.

Mr. Smith said that the effect of any resubmission of the job description must be considered which includes a potential delay in both the application reviews and ultimately in the hiring timeline.

Commissioner Sabri asked if the online job description was not accurately reflected and the answer was that the only revision would be the correction of the educational requirement, the rest of the language was approved.

The committee tabled the decision until the above information is clarified by legal/HR information.

9. Agenda Items for Next Meeting:

TBD

10. **Next Meeting:**

TBD

11. **Adjourn Meeting:**

Motion to adjourned by Chair Gordon as 11:15am. Commissioner Kurland seconded. All in favor.

APPROVED, this day 3rd of March 2025.

Signature on file
Jeffrey Gordon, Chair

Signature on file
erika wollam nichols, (ad-hoc Secretary)