

Executive Committee Meeting
March 22, 2013 – 8:00 a.m. - Conference Room A-260

Minutes

John West, Chair, called the meeting to order at 8:04 a.m. The meeting was properly announced.

Committee members present: John West, Al Sebastiani, Jack Allen, Larry Babcock, and Florence Johnson.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Deb Barnes, Child Support Manager; Jon Roseberry; and Supervisor Lori Djumadi. Attorney John R. “Jack” Albert was excused.

Motion by Sebastiani seconded by Allen, to approve the Agenda. **Motion carried by unanimous vote.**

Item 8 was moved up in the order of the Agenda. **Motion by Allen, seconded by Johnson**, to approve the Resolution to Approve the Appointment of Diane Cable as the Director of Health and Human Services Department and forward to County Board for consideration. **Motion carried by unanimous vote.**

Discussion took place regarding the recruitment process to fill the Corporation Counsel position. Barnes spoke of her satisfaction with contracting with local outside counsel to represent the Child Support Department. **Motion by Sebastiani, seconded by Allen**, to post the position of Corporation Counsel. **Motion carried by unanimous vote.** Kaye will post immediately, and will continue to post until filled. Kaye provided a wage range comparison sheet showing selected county Corporation Counsel. Allen requested input from Diane Heider, Legal Assistant regarding the timeframe needed to fill the Corporation Counsel position. Posting the position and completing the interview process could take 60 to 90 days.

Discussion took place for a potential plan for interim transition during recruitment period for Corporation Counsel position. Attorney Thibodeau is designated to fill in for Corporation Counsel pursuant to County Board Resolution. Trena authorized Diane Heider to contact Attorney Thibodeau to determine his willingness and availability for scheduled court appearances and possible in-house representation. Attorney Thibodeau is scheduled to fill in for the District Attorney during her leave of absence, but will contact the Corporation Counsel office on Monday, March 25, 2013 to discuss.

Allen said he trusts the judgment of the Administrative Coordinator and the Legal Assistant on a case-by-case basis when choosing a substitute for Corporation Counsel, considering areas of practice, conflicts of interest, and availability.

Discussion took place regarding the interview process for the Medical Examiner position. The Committee will review all 4 applications at a closed session meeting to be held March 25, 2013 at 1:00 p.m. Sebastiani indicated that neither the Public Safety & Judiciary Committee, nor he as Chair of that Committee, will participate in that meeting. The Executive Committee will invite Jeremy Normington to attend, and West may find a replacement for Sebastiani to attend that meeting.

Motion by Allen, seconded by Sebastiani, to adjourn the meeting at 8:38 a.m. **Motion carried by unanimous vote.**

Respectfully submitted,

/s/ Diane M. Heider

Diane Heider
Recording Secretary