

Joint Executive and Administrative & Finance Committee Meeting
May 11, 2015 – 5:00 p.m. Adams Courthouse – County Board Room A-230

MINUTES

The meeting was called to order at 5:01 p.m. by Chair Stuchlak. The meeting was properly announced. Pledge of Allegiance.

Roll Call: Allen, Babcock, Grabarski, Hamburg (left at 5:52), Johnson, Kotlowski, Stuchlak, West (arrived at 5:19) Also present: Kaye and Wagner.

Motion by Kotlowski, seconded by Allen to Approve the Agenda. MCVV

Motion by Grabarski, seconded by Hamburg to Approve April 29, 2015 Joint Executive/Administrative & Finance Committee Minutes. MCVV

Motion by Allen, seconded by Babcock to convene in closed session per Wis. Stats. §19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Presentation by the three (3) professional firms, which have contacted the Personnel Director, for recruitment of a County Manager/Administrative Coordinator. MCVV

The Committee reconvened in open session at 6:45 p.m. MCVV Motion by Allen, seconded by West for a 5 minute recess. MCVV

Discussion was held regarding the presentations and which company to utilize for executive search. Motion by Allen, seconded by West to contract with GovHR USA at a fee of \$18,500 for recruitment of a County Manager/Administrative Coordinator, contingent on positive reference/background checks. MCVV

Discussion regarding the Resolution. West indicated over \$18,000 in wages has not been spent during the first four months of the year and with four additional months to fill the position there should be approx. \$36,000 in the AC/DOF wages category, with additional unspent funds in the benefits. Motion by Grabarski, seconded by West to approve the Resolution to Contract with an Independent Professional Firm for Recruitment of a County Manager/Administrative Coordinator with funds coming from the wages line of the County Manager/Administrative Coordinator budget. MCVV

Discussion regarding suspending the County Board Rules for hiring a County Manager/Administrative Coordinator. Stuchlak would prefer that the Ad Hoc Committee does the initial screening to complete the process. Grabarski would like to see the Joint Committee continue the process as having the Ad Hoc Committee report to Joint Committee is redundant. No action was taken.

Action items for next meeting. Meet with HRGov USA, pending background/reference results, to provide input on the recruitment process. Date of next meeting to be determined.

Motion by West, seconded by Kotlowski to Adjourn at 7:28 p.m. MCVV

Respectfully submitted,

Marcia Kaye
Marcia Kaye
Acting Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE
JOINT ADMINISTRATIVE & FINANCE/EXECUTIVE
COMMITTEE.

Diane M. Heider
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Recording Secretary