

## EXECUTIVE COMMITTEE MEETING MINUTES

**DATE:** Monday, November 20, 2017

**TIME:** 1:00 p.m.

**PLACE:** Room 108, Marshfield City Hall

**PRESENT:** Al Breu, Bill Clendenning, Michael Feirer, Hilde Henkel, Lance Pliml, Donna Rozar, Ed Wagner

**OTHERS PRESENT** (for part or all of the meeting): Reuben Van Tassel, Warren Kraft, Adam Fischer

1. The meeting was called to order by Chairman Wagner.
2. **Public Comments** – None
3. Discussion took place regarding the property the County owns across from the Highway Department on 17<sup>th</sup> Avenue in Wisconsin Rapids. An individual has expressed interest in the NW 7.7 acres of that property, which totals 33 acres. Motion (Pliml/Henkel) to proceed with an appraisal of the property, with emphasis of the value of the 7.7 acres, and a future delineation of the wetlands on the property. Cost of the appraisal will come from the Maintenance Fund. All ayes. Motion carries.
4. Warren Kraft, HR Director, lead a discussion on how recruitment would be handled in the County with the elimination of the recruiter's position in the HR Department from the 2018 budget. He presented a historical perspective on how recruitment was done before centralized in the HR Department. HR would still be involved at the beginning of the process (reviewing the job description, assisting the Department Head with determining compensation, and posting the position on Cyber Recruiter). It will now be the department's responsibility to review the applications that come in electronically, and set up who and when applicants will be interviewed. HR will then schedule and pay for the drug tests, but departments will do reference checks. Training will be done by HR on appropriate interviewing questions and the process.

Each standing committee was asked to put this topic on a future agenda for input from department heads. Input needs to be received of how departments plan on handling their recruitment. Warren will put together information presented for use during committee meetings.

5. Motion (Feirer/Henkel) to go into closed session pursuant to Wisconsin State Statute 19.85 (1) (c) to discuss performance evaluations of department heads who the Committee oversees. Breu: Aye; Clendenning: Aye; Feirer: Aye; Henkel: Aye; Pliml: Aye; Rozar: Aye; Wagner: Aye. Motion carried. Committee went into closed session at 1:43p.m.
6. Motion (Henkel/Pliml) to return to open session at 1:59 p.m. All ayes. Motion carried.
7. Agenda for next meeting: Department head evaluations
8. The Chairman declared the meeting adjourned at 2 p.m.

Submitted and signed electronically, Donna Rozar, secretary (minutes in draft form until approved at next Executive Committee meeting)

*Donna M. Rozar*