

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, April 19, 2016

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Donna Rozar, Trent Miner, Lance Pliml

EXCUSED: Peter Hendler

OTHERS PRESENT (for part or all of meeting): Terry Rickaby, Reuben Van Tassel, Brenda Nelson, Amy Kaup, Warren Kraft, Bill Clendenning, Dennis Polach

The meeting was called to order at 8:00 a.m. by Chairman Miner.

Public Comment – Chairman Miner indicated that the job description for the Maintenance Coordinator's position which will be vacated upon Terry Rickaby's retirement on June 1st has been reviewed and approved, and requests that Human Resources post the position immediately.

Maintenance Coordinator Rickaby presented a resolution to authorize the emergency purchase of a chiller for the courthouse HVAC system.

Motion (Rozar/Henkel) to approve the resolution to authorize the emergency purchase of a chiller for the courthouse HVAC system. The resolution will be forwarded to the County Board for consideration.

Motion carried unanimously.

Information Technology Director Kaup presented a resolution to increase the currently vacant Programmer/Analyst position from 75% to 100%.

Motion (Pliml/Rozar) to approve the resolution to increase the Programmer/Analyst position from 75% to 100%. Motion carried unanimously.

Kaup discussed the relocation recommendation for the IT Department with the Committee. Currently IT houses 2450 square feet. The relocation would give the Department approximately 3800 square feet and would put all IT personnel in the same location instead of being split among three separate locations they currently occupy. The new space would accommodate a temperature controlled shared data center, including equipment for Dispatch as well as State equipment currently located in the Clerk of Court's office. The new location would make it possible to accommodate interns from Mid-State Technical College in addition to providing work space for vendors when they are here.

Motion (Rozar/Pliml) to go into closed session at 8:23 a.m. pursuant to Wisconsin State Statute §19.85 (1)(c) to conduct the Human Resource Director's six month performance review.

Henkel: yes; Rozar: yes; Miner: yes; Pliml: yes. Motion carried.

Motion (Rozar/Pliml) to return to open session at 9:02 a.m. Motion carried unanimously.

Motion (Henkel/Pliml) to adjourn the meeting at 9:03 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Minutes taken and prepared by Brenda Nelson and reviewed by the Executive Committee secretary.