

**Minutes of Executive Committee of the
West Central Wisconsin Regional Planning Commission
11:15 a.m., Thursday, February 6, 2014
RPC Offices, Banbury Place, Eau Claire, WI**

Commissioners Present: Jess Miller, Lee McIlquham, Charles Harwick (by phone), Richard Creaser, John Frank (by phone), William Johnson, Larry Weisenbeck

Commissioners Absent: None

Staff Present: Jay Tappen, Lisa Ruth

1. **Call to Order:** Chair Jess Miller called the meeting to order at 11:15 a.m.
2. **Minutes of October 13, 2013 Executive Committee Meeting:** A motion was made by Mr. Johnson to approve the minutes, seconded by Mr. Creaser; motion carried.
3. **Approval of Disbursements:** Disbursements were not ready for approval at this time.
4. **Motion to go into Closed Session Pursuant to the Provisions of Section 19.85(1)(c) of Wisconsin Statutes to “Consider Employment, Promotion, Compensation and/or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility”:** A motion was made by Mr. Harwick, seconded by Mr. Weisenbeck to go into closed session.
5. **Roll Call vote to be Taken:** Chair Miller called the roll. All members voted in the affirmative.

Closed Session:

6. **Consider Internal Promotion or External Recruitment of Executive Director:** There was discussion about promotion of an internal candidate or external recruitment for Executive Director.
7. **Conduct Interview of Executive Director:** An interview of an internal candidate for Executive Director was conducted.
8. **Consider Employment, Promotion and/or Terms of Employment for Executive Director:** The Executive Committee members discussed issues relating to the Executive Director.
9. **Consider Staffing Transition Plan:** The Executive Committee reviewed and discussed Mr. Tappen’s staffing transition proposal.
10. **Motion to Return to Open Session:** Mr. Johnson moved to return to open session, seconded by Mr. Weisenbeck; motion carried.

Open Session:

11. **Any Appropriate Motion:** It was the consensus of the Executive Committee to have the candidate for Executive Director meet with the full Commission in March. The Committee asked that the Fair Hiring Practices information be included in the March 14, 2014 Commission meeting packet and that Mr. Tappen prepare information on the costs to the Commission for the last Executive Director recruitment and cost estimates for engaging consulting services for recruitment of an Executive Director.
12. **Motion to Adjourn:** Mr. Weisenbeck moved to adjourn the meeting, seconded by Mr. Johnson; motion carried. The meeting adjourned at 1:20 p.m.

Prepared by: Lisa Ruth