

**Minutes of the Executive Committee Meeting of the
West Central Wisconsin Regional Planning Commission (WCWRPC)
Thursday, August 29, 2019
WCWRPC Offices, Banbury Place
Eau Claire, WI**

Commissioners Present: Louie Okey, Joe Waichulis, Steve Rasmussen, John Frank, Larry Weisenbeck

Commissioner Present by Phone: William Johnson

Commissioners Absent: Steve Gerrish

Staff Present: Lynn Nelson, Lisa Ruth, Kim Zimmerman

1. **Call to Order:** Chair Frank called the meeting to order at 10:00 a.m.
2. **Review and Approve Minutes of June 25, 2019 Executive Committee Meeting:** Motion made by Mr. Rasmussen to approve the minutes as distributed, seconded by Mr. Okey; motion carried.
3. **Approval of Lending Specialist Hire:** Ms. Nelson gave a brief background on the candidates' experience and qualifications. Mr. Waichulis moved to approve the hiring of this candidate, seconded by Mr. Rasmussen; motion carried.
4. **Revisions to the Disaster Recovery Microloan Program Manual Adopted on 3/8/2019:** Ms. Nelson explained the program and went over the changes proposed by Wisconsin Economic Development Corporation (WEDC). They included:
 - Revised wording to the following sentence: "To be eligible businesses must have suffered measurable physical ~~or economic~~ losses because of the disaster event" (eliminate the words "or economic"),
 - Increasing the loan size from \$15,000 to \$20,000, and
 - Changing the term from 24 months to 36 months.Mr. Okey moved to approve the changes to the manual, seconded by Mr. Johnson; motion carried.
5. **Review and Approve Submitted Disaster Recovery Microloan Applications:** Ms. Nelson stated that as of this time, no applications have been submitted.
6. **Sick Leave Conversion Policy:** Chair Frank drafted proposed changes regarding the sick leave policy of the WCWRPC Employee Handbook. After some discussion and clarification, Mr. Okey moved to adopt the proposed changes, seconded by Mr. Johnson with the addition of wording to Amendment One that states "...end of each calendar year **and reported to the Executive Committee for review**". Motion carried.
7. **Amendment to Previously Approved Rain to Rivers Agreement:** Ms. Nelson noted that the amendment includes additional funding due to the increased number of projects that our staff member will be undertaking. Mr. Rasmussen moved to approve the amendment, seconded by Mr. Johnson; motion carried.
8. **Next Executive Committee Meeting Date:** To be determined.
9. **Next Commission Meeting Date:** Thursday, September 12, 2019 in Eau Claire County.
10. **Motion to Adjourn:** Mr. Okey moved to adjourn, seconded by Mr. Waichulis; motion carried. Meeting adjourned at 11:00 a.m.