

**Minutes of the Executive Committee Meeting of the
West Central Wisconsin Regional Planning Commission (WCWRPC)
Thursday, August 8, 2024; 10:00 a.m.
Banbury Place, Room 405H, Eau Claire, WI**

Commissioners Present: Louie Okey, George Rohmeyer, John Frank, Ryan Sicard, Sharon Kelly, Joe Waichulis

Commissioners Absent: Steve Rasmussen

Staff Present: Scott Allen and Erin Whyte

1. **Call to Order:** Chair Frank called the meeting to order at 10:00 a.m.
2. **Review and Approve Minutes of June 25, 2024, Executive Meeting** - A motion to approve the June 25, 2024, minutes was made by Waichulis, seconded by Okey; motion carried.
3. **St. Croix County Housing Study Agreement** - Chair Frank and Executive Director Allen brought forth an agreement to review for the St. Croix County Housing Study. Director Allen explained that St. Croix EDC is requesting assistance with preparation of the housing study, set to commence immediately; this will be included in all of St. Croix County and housing snapshots for 21 communities within St Croix County. The motion to pass this agreement was made by Okey, seconded by Kelly; motion carried.
4. **Approval of Agreement with the U.S. Department of Agriculture (USDA) for a Rural Business Development Grant (RBDG) to Complete a Regional Outdoor Recreation Plan-** Director Allen provided insight to the agreement, stating that four counties within the WCWRPC region comprise the 7-county Northwest Community Network, created through the USDA's Rural Partners Network. The Executive Committee adopted a resolution at the February 8, 2024, meeting, authorizing WCWRPC staff to apply for said grant on behalf of the NCN. Motion to approve this agreement was made by Sicard, seconded by Waichulis; motion carried.
5. **Budget and Reserve Account Review** - Director Allen reminded the Committee that at the Commission meeting of July 11, 2024, it was recommended that the Executive Committee review the status of the current projected budget reserve account, comparing it to the 2024 budget and preliminary 2025 budget. The budget was reviewed by the committee, noting that the projected 2025 budget, even without additional revenue, would keep the reserve account within 5% of the 5-month policy; thus, the Commission is on track to reach the goals needed in the reserve account.
6. **Motion to go into Closed Session** - Frank motioned to go into closed session, seconded by Waichulis, stating that pursuant to the provisions of Section 19.85(1)(c) of Wisconsin Statutes to "Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility" and "Pursuant to the Provisions of Section 19.85(1) (e) and (g) of Wisconsin Statutes to review loan applications, negotiate the terms for investment of public funds, and confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." – Frank
7. **Roll Call Vote** - Chair Frank had WCWRPC Office Manager, Erin Whyte, take roll call for the closed session, all were present except Steve Rasmussen. The motion to go into closed

session was carried unanimously, and closed session began at 10:55 a.m. A discussion on the hire of the Senior Planner/ Deputy Director Position was held. A motion to go back to an open session was made by Okey, seconded by Waichulis; motion carried.

8. **Approval of Candidate for Senior Planner/Deputy Director Position** - An internal recruitment was posted on July 26, 2024, with a closing date of August 7, 2024. The top candidate for this recruitment was presented for approval.
9. **Any Appropriate Motion/Action** - A motion to approve this candidate was provided by Waichulis, seconded by Kelly; motion carried.
10. **Any Other Business or Updates** - Executive Director Allen gave an overview of the Leader-Telegram newspaper coverage that highlighted WCWRPC staff and the RBDG announcement. Other items brought to light were the office remodel starting in September, file clean up, possible RBF technology (TEF) loan program changes, Farm Technology Days coming up in Chippewa County (Cadott), and the next Commissioner meeting in Loyal (Clark County).
11. **Next Commission Meeting Date:** Thursday, September 12, 2024; Clark County Highway Department, Loyal, WI
12. **Next Executive Committee Meeting Date:** Thursday, October 10, 2024; Location TBD
13. **Motion to Adjourn:** Motion to adjourn was made by Sicard, seconded by Okey; motion carried. The meeting was adjourned at 11:27 a.m.

Prepared by Erin Whyte