

Agenda

**County Administrator Search Committee
Jefferson County Courthouse
320 S Main St, Room 112
Jefferson, WI 53549**

January 30, 2013 @ 8:00 a.m.

Committee Members: Paul Babcock, James Braughler, Richard Jones, Rick Kuhlman, James Mode, John Molinaro, Donald Reese, Amy Rinard, Pamela Rogers

1. Call to order, John Molinaro, County Board Chair
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Election of Committee Officers
6. Public Comment
7. Communications
8. Status report from staff regarding the Request for Proposal and selection process for an Executive Search Firm
9. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(e), discussion and consideration of competitive proposals and negotiations
 - a. Review of proposals for an executive search firm and selection method
 - b. Interviews with potential firms to conduct an executive search for the position of County Administrator
 - i. Springsted Incorporated (potentially via Skype)
 - ii. Public Administration Associates, LLC
10. Reconvene into open session for discussion and selection of a final candidate to conduct an executive search for the County Administrator position
11. Set next meeting date and agenda
12. Adjournment

Next scheduled meeting: To Be Determined

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.