

Agenda

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

April 9, 2013 @ 11:00 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
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approve Minutes from March 19, 2013 meeting
7. Communications
8. Discussion of the Proceedings Report of “Input by the County Department Heads on Ideal Characteristics of a County Administrator”
9. Update from Springsted, Inc. (via Skype) regarding the recruitment process
10. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c), to discuss and select applicants to interview for the County Administrator position and possibly develop interview questions
11. Reconvene into open session
12. Consult with Springsted, Inc. regarding next step(s) in the interview process for the County Administrator position
13. Set next meeting date and agenda
14. Adjournment

Next scheduled meeting: Tentatively April 22, 2013 at 8:30 a.m. and April 24, 2013 at 10:30 a.m.

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’s Office 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.