

COMMITTEE MINUTES
Monday, February 17, 2025
County Administrator Search Committee
Jefferson County Courthouse, C2063

1. Call to Order

Meeting was called to order by Milbrath at 12:36 p.m.

2. Roll Call

Members present: Jim Braugher, Kathi Cauley, Staci Hoffman, Paul Milbrath, Steve Nass, Terri Palm, Danielle Thompson, Jim Schroeder, Deb Reinbold, Michael Wineke. **Quorum established.**

Members excused/absent: Richard Jones, Blane Poulson, Bill Kern

Others present: Walt Christensen, David Niemeyer

3. Certification of compliance with Open Meeting Law Requirements

Thompson certified compliance with the Open Meetings Law.

4. Review of Agenda

No changes. Motion by Hoffman, second by Milbrath, to approve the agenda. Motion passed 10:0.

5. Public Comment

None

6. Communications

None

7. Approval of February 3, 2025, County Administrator Search Committee minutes. Draft minutes were provided for review.

Motion by Thompson/Cauley, to approve the minutes from February 3, 2025, County Administrator Search Committee. Motion passed 10:0.

8. Convene in closed session pursuant to Wis. Stat. s 19.85(1)(c) for the purpose of interviewing and evaluating candidates for the position of County Administrator.

Motion to move into closed session by Schroeder/Milbrath Roll Call Vote – Cauley, Aye; Wineke, Aye; Schroeder, Aye; Thompson, Aye; Nass, Aye; Palm, Aye; Braugher, Aye; Reinbold, Aye; Milbrath, Aye; Hoffman, Aye. Moved into closed session at 12:54 p.m. *Note: Also, present D. Niemeyer.*

Four semi-finalist candidates interviewed for position of County Administrator.

9. Reconvene in open session for action on closed session items if necessary

Motion by Thompson/Reinbold, to reconvene in open session. Reconvened into open session 10:0, at 5:05 p.m.

10. Tentative future agenda items and meeting dates

- Wednesday, February 19, 2025, from 2:00 p.m.: Closed Session for interviews of semi-finalists and discussion and selection of Finalists to be notified.
- Monday, March 3, 2025: Finalists interviews to include tour, lunch, interview, and meet-and-greet. Locations to be determined.

11. Adjourn

Motion by to adjourn by Hoffman/Milbrath. Motion passed 10:0. Meeting adjourned at 5:07 p.m.