

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

**Date of Meeting:** March 10, 2014

**Meeting called to order by:** Chair Borland at 8:30 a.m.

**Members Present:** Borlnad, Bregant, Foelker, Hanneman and Kelly

**Agents Present:** Eisenmann, Grabow, Georgson and Torbert

**Also present:** John Molinaro, County Board Chair; Ben Wehmeier, County Administrator

**Certification of Open Meetings Law:** The agenda has been duly posted and the door is open.

**Approval of Agenda for Possible Rearrangement:** None

Motion made by Bregant and seconded by Foelker that the minutes of the February 10, 2014 meeting be approved as drafted. Motion passes: 5-0

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**Communications:** None

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**Citizen Input and Comments:** None.

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**Item:** Update on Support Staff Hiring Process

Grabow briefed the committee on the administrative specialist position recruitment and hiring process. Kim Buchholz started on March 1, 2014. Judy Statz retired on March 1, 2014. The office is in the process of posting her position to be refilled. Marie Rubietta has agreed to a temporary staff position during the transition.

**Item:** Convene into Closed Session

Convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats., Considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Committee members were briefed on the annual performance review process and typical evaluation criteria. Reviews were conducted for Kathy Eisenmann, LaVern Georgson, Sarah Torbert and Steve Grabow. Roll call vote was taken: Borland, yes; Bregant, yes; Foelker, yes; Hanneman, yes; Kelly, yes.

Move into open session pursuant to Section 19.85(2), Wis. Stats., to conduct business as detailed on the duly posted agenda. Roll call vote was taken: Borland, yes; Bregant, yes; Foelker, yes; Hanneman, yes; Kelly, yes.

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**Upcoming Agenda Items and Meeting Dates:** The next regular meeting of the committee will be on April 8, 2014.

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**Adjournment:** Motion made by Kelly and seconded by Hanneman that the meeting be adjourned at 11:18 a.m. Motion passes: 5-0

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Secretary