

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS BOARD OF DIRECTORS
EXECUTIVE COMMITTEE**

Friday, May 4, 2012 – 1:00 P.M.

Oneida County Department of Aging – 1103 Thayer Street, Rhinelander, Wisconsin

Members Present: Bix, Millan, Teichmiller

Members Absent: None

Call to Order: Chair Teichmiller called the meeting to order at 1:00 P.M. Also present was Aging & Disability Resource Center of the Northwoods Regional Manager Parkkila.

Grievance Policy: After review of several existing employee grievance policies, Bix moved to authorize Parkkila to adapt the Vilas County grievance policy to the ADRC of the Northwoods situation and present it to the ADRC of the Northwoods Board on May 17. Millan seconded. All Ayes. Motion Carried.

Board Policies: Certain policies need to be in place in order for the Oneida County fiscal agent to reimburse ADRC of the Northwoods employees for expenses. After review, Bix moved to authorize Parkkila to adapt the Oneida County Employee Travel and Expense Reimbursement Policy for use by the ADRC of the Northwoods and present it to the ADRC of the Northwoods Board for approval. Millan seconded. All Ayes. Motion Carried.

Closed Session: Bix moved to go into Closed Session under Sec. 19.85 (1) (c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Roll Call: Bix – Yes; Millan – Yes; Teichmiller – Yes. 3-Yes; 0-No. The Committee went into closed session at 1:42 P.M.

Move into Open Session to Consider any Matters from Closed Session: Bix moved to return to Open Session; Millan seconded. All Ayes. Motion Carried. The Committee returned to Open Session at 2:33 P.M.

There was no action taken by the Executive Committee during Closed Session.

The Executive Committee will meet at 12:00 Noon on Thursday, May 17, 2012.

Adjournment: With no further business, Bix moved to adjourn; Millan seconded. All Ayes. The meeting was adjourned at 2:35 P.M.

Handouts: Chapter 1, Vilas County Grievance Policy. The Oneida County Employee Travel and Expense Reimbursement Policy was reviewed by the Committee but not given out to Committee Members.