

**Conservation/UW-Extension Committee Meeting**  
**Interviews for CNRED Position**  
**August 4, 2015**  
**Minutes**

**Committee members present:** Chairman Tom Rudolph, Bob Mott, and Robb Jensen, and Scott Holewinski. Jim Intrepidi and Kim Simac were excused.

**Others present:** Tom Schmitz, Lynn Feldman, Sara Richie, and Merry Lehner.

**Call to order:** The meeting was called to order by Chairman Rudolph at 8:30 a.m. on Tuesday, August 4, 2015 at the UW-Extension Office Conference Room. The meeting was properly posted and the facility is handicap accessible.

**Approve Agenda:** Motion by Mott/Jensen to approve today's agenda. All ayes; motion carried.

**Interviews for the CNRED Position:**

Tom Schmitz reviewed how the interview process works with the Committee before the interviews began at 9:00 a.m. There were three candidates to be interviewed but one withdrew on August 3, 2015, so only two would be interviewed. He gave an overview of what type of questions legally cannot be asked during interviews. He updated them on the options they have as a Committee. After the interviews, there are three choices: None of the candidates will work for the position, one candidate works and the other does not and an offer will be made, or both will work out and the offers will be made in order of suitability with the top choice first and, if declined, to the other candidate. Schmitz discussed the fourteen interview questions that would be asked to the Candidates. Merry Lehner was excused at 8:45a.m.

**Closed Session:**

The Committee took a roll call vote to enter into closed session pursuant to Wis. Stat. Sec.19.85(1)(c) for the purposes of: Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Topic: UWEX CNRED Position Interviews and Selection of new CNRED agent.

**Roll Call Vote:**

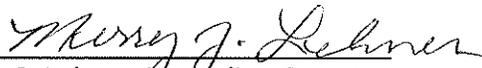
A roll call vote was taken to enter back into open session, per Sara Richie. A motion was made by Jensen to go into open session and it was seconded by Rudolph. The motion carried; all ayes.

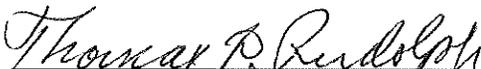
**Announcement of action taken in Closed Session:**

The CNRED position will be offered in order of suitability with the top choice first and, if declined, to the other candidate. Merry Lehner returned at 12:30 p.m. The vote was three to one. A motion was made by Rudolph and seconded by Holewinski to follow through with the above action. All ayes; motion carried.

**Adjournment:** Motion by Jensen/Holewinski to adjourn at 12:45 p.m. All ayes; motion carried.

Respectfully Submitted,

  
Merry J. Lehner, Recording Secretary

  
Thomas Rudolph, Committee Chair