

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
EXECUTIVE/PERSONNEL COMMITTEE
Friday, September 18, 2015 – 12:00 P.M.
100 West Keenan Street, Rhinelander, Wisconsin**

Members Present: Bix, Cushing, Millan, Tuckwell

Members Absent: Ritchie (excused)

Call Meeting to Order: Chair Millan called the meeting to order at 12:20 P.M. Also present were Dianne Jacobson, Interim Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Judy Troyk, ADRC-NW Board of Directors Member. Candidates present for part of the meeting include: Julie Livingston; Joel Gottsacker; Janell Schroeder; Terese Poe.

Approve the Agenda: Bix moved to approve the agenda; Cushing seconded. All Ayes. Motion Carried.

It is anticipated that a motion will be made, seconded, and approved by roll call vote to enter into Closed Session pursuant to Section 19.85 (1) (c) Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of an employee. (Topic: Interviews for ADRC-NW Regional Manager): Bix moved to go into Closed Session pursuant to Section 19.85 (1) (c) Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of an employee – Interviews for ADRC-NW Regional Manager; Tuckwell seconded. Bix, - Yes; Cushing – Yes; Millan – Yes; Tuckwell – Yes. Yes – 4; No – 0; Absent – 1. **The meeting went into Closed Session at 12:22 P.M.** Bix moved to return to Open Session; Cushing seconded. All Ayes. **The Committee returned to Open Session at 3:15 P.M.**

The Committee will return to Open Session and may ratify any matter(s) discussed in Closed Session: Bix moved to have references checked for one of the Regional Manager candidates and, if those references are positive, to offer the position to one of the candidates. Cushing seconded. All Ayes. Motion Carried.

Future Agenda Items: As needed.

Adjournment: With no further business, Bix moved to adjourn; Cushing seconded. All Ayes. The meeting was adjourned at 3:16 P.M.

Handouts: Resumes: Julie Livingston, Joel Gottsacker, Janell Schroeder, Terese Poe; ADRC Regional Manager ad; Aging & Disability Resource Center of the Northwoods Position Description – Regional Manager; ADRC of the Northwoods Regional Manager Interview Questions; Confidential Memo – Applications for Regional Manager Vacancy; ADRC Regional Manager Qualifications Spreadsheet; Candidate References.