

**Polk County Executive Committee**  
**Polk County Government Center, 100 Polk County Plaza,**  
**Balsam Lake, Wisconsin**  
**Public Health Conference Rooms A & B**  
**Tuesday, June 2, 2015 at 9:00 a.m.**

(A quorum of the County Board may be present. Pursuant to Section 19.89, Supervisors of the Polk County Board who are not committee members may be present in the noticed closed session.)

**Order of Business**

(The Committee may take up any subject matter noticed herein at anytime during the meeting regardless of the location of such subject matter on the meeting notice at the time of issuance.)

**(Open Session)**

**Preliminary Matters:**

1. Call to Order
2. Consider corrections to the noticed agenda
3. Consider corrections to the minutes of the May 5, 2015
4. Public Comment

**New Committee Business**

1. Presentation on One Stop Service Center Concept of County Government  
– Dana Frey, Administrator, presenter
2. Initiate Revision of County Strategic Plan and Recommendations

**Continued Committee Business**

3. Resume Recommendations Concerning Duties and Responsibilities of County Board Standing Committees
4. Recommendation Concerning Annual Employee Evaluation of County Administrator.

Closed Session; Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) the Committee may convene in closed session for the purpose of deliberating on and formulating recommendations to be provided to the County Board of Supervisors concerning the performance of the County Administrator. Any action of the committee on such matter will remain closed and or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c), until the County Board of Supervisors takes action on said performance evaluation.

Following said closed session, the Committee will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

**Closing Matters:**

5. Committee Calendar: Next Meetings and Agenda Items
6. Adjourn

This meeting is open the public according to WI Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made.

Requests are confidential.



## MINUTES

### Executive Committee

Health Dept. Conference Room A & B

Balsam Lake, WI 54810

9:00 a.m. Tuesday, June 2, 2015

**Meeting called to order by County Board Chair William Johnson.**

#### Members present

Attendee Name	Title	Status
William Johnson	Supervisor	Chair - Present
Pat Schmidt	Supervisor	Present
Larry Jepsen	Supervisor	Present
Jay Luke	Supervisor	Present
Craig Moriak	Supervisor	Present

**Also Present Carole Wondra, County Clerk; Dana Frey, County Administrator; Jeff Fuge, Corporation Counsel; Andrea Jerrick Employee Relations Director & press**

**Approval of Agenda-** Chairman Johnson called for approval or changes to the published agenda. Chairman declared agenda approved by unanimous consent.

**Approval of Minutes-** Chairman called for approval of the minutes from May 5, 2015 Executive Committee meeting. Motion Schmidt/Luke to approve. Minutes approved by unanimous voice vote.

**Public Comment** – None offered

#### Committee Business:

Administrator Frey gave presentation on the possibility of One Stop Shop for county services and service delivery.

Supervisor Jepsen presented the idea of asking Mark O'Connell from WCA to assist the county with strategic planning. Noting a need to become visionaries and setting a direction for the county. Supr. Jepsen also noted a need to add looking at the strategic plan every other year into the Supervisor's Rules of Order.

#### Continued Business from Executive Committee:

Any recommendations concerning the duties and responsibilities of the standing committees will wait until General Government committee is heard from.

**Chairman Johnson called for a motion to convene into closed session:** Motion (Jepsen/Schmidt) to convene into closed session for the purpose of deliberating on and formulating recommendations to be provided to the county Board of Supervisors concerning the performance of the County Administrator. Motion carried by unanimous voice vote. Roll call was taken by the clerk with all committee members present and staff members as follows: Administrator Frey, County Clerk Carole Wondra, Employee Director Andrea Jerrick and Corporation Counsel Jeff Fuge.

**\*Closed Session\***

**\*Open Session\***

**Meeting reconvened in open session.** Upon reconvening in open session, Chairman Johnson announced that the Committee took action to reconvene in open session.

**Next Meeting date and time & Agenda Items** – Next Executive meeting will be determined as needed.

**Adjourn** – Motion (Schmidt/Moriak) to adjourn. Meeting adjourned 10:56 a.m.