

Northeast Wisconsin Family Care
CEO Selection Sub-Committee Minutes
December 20, 2010

Members in Attendance: Kathy Just, Mary Derginer, Tony Waupochick, Carole Andrews, Julie Kudick

Others in Attendance: Julia Johnson, Debbie Peterson

1. The meeting was called to order at 10:39 a.m. by Sub-Committee Chairman Julie Kudick.
2. Debbie Peterson confirmed that the meeting had been properly posted.
3. Motion by Carole Andrews supported by Kathy Just to approve the agenda – all aye – motion carried.
4. There were no public comments.
5. Julia Johnson, Wipfli discussed the Role and Responsibility of the Selection Committee. Julia explained the Wipfli's role is to provide guidance in the recruitment, identify candidates, and draft job descriptions which will be approved by the Sub-Committee then sent to the whole board. All documents will be kept in draft form until the final document is prepared. We will follow the due diligence process.
6. Motion by Carole Andrews supported by Tony Waupochick to authorize Julie Kudick to represent the Sub-Committee as spokesperson when dealing with Julia Johnson to facilitate the decision making process in a timely fashion – all aye – motion carried.
7. After review and discussion of a draft CEO Position Description the Sub-Committee asked Julia Johnson to make the recommended changes. Julia Johnson will send a corrected draft to Julie Kudick to forward to the Sub-Committee for review. Once those review comments, if any, have been incorporated a draft will be distributed to the NEW FC Board of Directors for review prior to the January 17th Board meeting.
8. Julia Johnson recommended posting the CEO Position Description on Career Builder.com; send to the counties for posting; and post on NEW FC's website.
9. Next meeting is scheduled for Tuesday, December 27, at 1:00 p.m. at NEW FC. There will be a closed session per Wisconsin State Statue 19.85(1)(e).
10. There were no general announcements.
11. Motion by Carole Andrews supported by Mary Derginer to adjourn at 12:18 p.m. – all aye – motion carried.

Respectfully Submitted

Debbie Peterson