

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS  
EXECUTIVE/PERSONNEL COMMITTEE  
Friday, September 25, 2015 – 11:30 A.M.  
100 West Keenan Street, Rhinelander, Wisconsin**

**Members Present:** Bix, Cushing, Tuckwell

**Member(s) Absent:** Millan (Excused); Ritchie (excused)

**Call Meeting to Order:** Vice-Chair Cushing called the meeting to order at 11:30 A.M. Also present were Dianne Jacobson, Interim Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Dave Krug and Judy Troyk, Directors, ADRC-NW Board of Directors.

**Approval of the Agenda:** Tuckwell moved to approve the agenda with 8 items; Bix seconded. All Ayes. Motion Carried.

**Approval of the Minutes of the August 8, 2015 and September 18, 2015 Minutes:** Tuckwell moved to approve the minutes of the August 7, 2015 and September 18, 2015 meetings; Cushing seconded. All Ayes. Motion Carried. (NOTE: The August minutes were actually for August 7, 2015, not August 8, 2015 as listed on the Agenda.)

**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: Hiring ADRC-NW Regional Manager.):** Bix moved to go into Closed Session; Tuckwell seconded. ROLL CALL: Bix – Yes; Cushing – Yes; Tuckwell – Yes. Yes – 3; No – 0; Absent – 2. **The Committee went into Closed Session at 11:34 A.M.** Bix moved to return to Open Session. Tuckwell seconded. All Ayes. **The Committee returned to Open Session at 11:38 A.M.**

**The Committee will return to Open Session and may ratify any matter(s) discussed in Closed Session:** Bix moved to offer the Regional Manager position to Janelle Schroeder with salary and benefits commensurate with her education and experience. Tuckwell seconded. All Ayes. Motion Carried.

**Future Agenda Items:** Revisions to Handbook

**Confirm Next Meeting Date, Time & Place:** The next meeting of the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee will be October 16, 2015 at 11:00 A.M.

**Adjournment:** With no further business, Bix moved to adjourn; Tuckwell seconded. All Ayes. The meeting was adjourned at 11:43 A.M.

**Handouts:** Minutes from the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee meetings of August 7, 2015 and September 18, 2015; letter from Joel Gottsacker.