

## TRANSITION COMMITTEE

COMMITTEE: TRANSITION  
DATE: JULY 30, 2024  
TIME: 4:30 P.M.  
PLACE: FOREST COUNTY BOARDROOM

### CALL TO ORDER

Chairman Augustin called the meeting to order at 4:34 p.m. and read the agenda.

### ROLL CALL

Members Present: Augustin, Decorah, Dewing, Gretzinger, Miller, Skallerud

Absent:

Others Present: Nora Matuszewski, Tracy Ferraro, Kathy Fohrman,

### APPROVE AGENDA

Motion by Gretzinger to approve the agenda, second by Dewing. All present voting (AYE). Motion carried.

### APPROVE MINUTES FROM THE JUNE 21, 2024 TRANSITION MEETING

Motion by Dewing to approve the minutes from the June 21, 2024 Transition meeting, second by Miller. All present voting (AYE). Motion carried.

### PUBLIC COMMENT

None

### ADRC REPORT OF INFORMATION GATHERED, REPORT OUT OF WORKGROUPS FINDINGS, UPDATE CURRENT PROGRESS

Skallerud updated the committee on the progress made thus far. The application/budget was prepared and submitted by the extended deadline of July 15<sup>th</sup>, 2024. The budget may be updated at any time before the beginning of 2025. Jamie Zarda from the ADRC helped to get the job descriptions and Patrick Cork worked with the application/report that was submitted. The group found out what positions were required for the program and organizational chart, which was also worked on and submitted with the application. Skallerud worked on the organizational chart and moving forward the group will work on the Human Service side.

### CLOSED SESSION

The committee may consider a motion to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction responsibility, and Wis. Stat. § Sec.19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session,” this closed session relates to:

- Integrated ADRC/COA 2025 Budget
- ADRC 2025 Staffing

It was decided there was not a need to convene to closed session.

Motion by Miller to approve the presented job descriptions for the ADRC committee and forward them to Finance, second by Dewing. All present voting (AYE). Motion carried.

Motion by Gretzinger to approve the budget and forward to Finance for approval, second by Augustin. All present voting (AYE). Motion carried.

Motion by Miller to approve the Human Service Director position and forward to Personnel for approval, second by Augustin. All present voting (AYE). Motion carried.

#### FUTURE AGENDA ITEMS/SETTING NEXT MEETING

- Work groups report back to the committee
- ADRC/COA updates
- HSC – Structure and updates

#### ADJOURNMENT

Motion by Dewing to adjourn, second by Gretzinger. All present voting AYE. Motion carried. Meeting adjourned at 5:45 p.m.