

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

May 26, 2022

2:30 p.m.

Wausau Board Room

Present:	X	Kurt Gibbs	EXC	Deb Hager	X	Lance Leonhard
	X	Robin Stowe	X	Cate Wylie		

Staff Present: Mort McBain, Jessica Meadows (WebEx)

Others Present: Dejan Adzic, Marathon County Deputy Corp. Counsel (WebEx)

### Call to Order

- Meeting was called to order at 2:31 p.m. by K. Gibbs.

### Election of Chair

- M. McBain, Interim Executive Director, was asked to call for nominations for Chair.
- M. McBain called for nominations from the members of the Executive Committee to fill the position of Chair.
- R. Stowe nominated K. Gibbs for Chair.
- Nominations were called for a second and third time.
- **Motion**/second, Leonhard/Stowe, to close nominations and cast a unanimous ballot for K. Gibbs for Chair. Motion carried.

### Consideration of Dissolution of Amended and Restated Bylaws of North Central Community Services Program Dated May 1, 2020

- With updated Tri-County Agreement approved by the three counties and Department of Health Services (DHS), the effect is that the Bylaws, to some extent, are out of date and would need to be redrafted. The recommendation is to dissolve the Bylaws at this time but may revise them in the future if needed.
- **Motion**/second, Stowe/Wylie, to dissolve the Amended and Restated Bylaws of North Central Community Services Program Dated May 1, 2020.
- Corporation Counsel verified that the practice to follow the Tri-County Agreement for the operation of the Board and Executive Committee is to operate under Roberts Rules of Parliament procedures.
- Corporation Counsel also verified that State Statutes requires every nursing home to have a quality assurance committee that meets quarterly. The current charter for the Nursing Home Operations Committee outlines the composition and purpose and meets more frequently which meets these requirements.
- Motion carried.

### Consideration of Dissolution of Policy Governance

- With the approval of the updated Tri-County Agreement all responsibilities have been assigned to the Executive Committee.
- **Motion**/second, Leonhard/Stowe, to dissolve the existing Policy Governance Manual. Motion carried.

### Executive Director Job Posting

- M. McBain reviewed the updated Executive Director recruitment plan and Executive Director job posting. If approved, the position will be posted 5/31/22 with the deadline for submission on 7/8/22.
- **Motion**/second, Wylie/Stowe, to approve the Executive Director recruitment plan as presented. The suggestion was made to add ICMA (International City/County Manager Association) to the list of associations for online recruitment. Motion carried.
- A special thank you was given to J. Meadows for assistance in creating the timeline and job posting.
- **Motion**/second, Leonhard/Stowe, to approve the Executive Director job posting as presented, with the caveat that if anyone has a grammatical suggestion to reach out to M. McBain. Motion carried.

### Adjournment

- **Motion**/second, Stowe/Leonhard, to adjourn the meeting at 2:58 p.m. Motion carried.