



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the **Executive Committee of the North Central Community Services Program Board** will hold a meeting at the following date, time and location shown below.

Thursday, May 26, 2022 at 2:30 PM
North Central Health Care – Wausau Board Room
1100 Lake View Drive, Wausau WI 54403

Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:


Phone Number: 1-408-418-9388 **Access Code:** 2484 859 3093

AGENDA

1. Call to Order
2. Election of Chair
3. ACTION: Consideration of Dissolution of Amended and Restated Bylaws of North Central Community Services Program Dated May 1, 2020
4. ACTION: Consideration of Dissolution of Policy Governance
5. ACTION: Approval of Executive Director job posting
6. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative Office at 715-848-4405. For TDD telephone service call 715-845-4928.

NOTICE POSTED AT: North Central Health Care
COPY OF NOTICE DISTRIBUTED TO:
Wausau Daily Herald, Antigo Daily Journal, Tomahawk Leader,
Merrill Foto News, Langlade, Lincoln & Marathon County Clerks Offices



Presiding Officer or Designee

DATE: 05/20/2022 TIME: 4:00 PM BY: D. Osowski

Executive Director Recruitment Plan

| Activity | Description | Action | Individual(s) Responsible | Deadline |
|--|---|---|-------------------------------------|----------|
| Draft job posting | Review job description, draft a summary of job posting | <ol style="list-style-type: none"> 1. Research executive-level job postings 2. Review past CEO posting materials | Nic/Bo/Mort/ Jessica | 5/26/22 |
| Approve job posting | Present draft of job posting to executive committee for approval. | <ol style="list-style-type: none"> 1. H.R. to provide draft of posting for Executive Committee to review. Committee will establish salary range, set deadlines (incl. closing date), approve posting, and establish Interview team. | Mort/Exec. Committee | 5/26/22 |
| Establish Connections | Identify local/regional contacts and connect with health care partners | <ol style="list-style-type: none"> 1. Connect with area health departments/Human Service Dept. contacts to identify potential interested/qualified candidates 2. Connect with local partners in health care industry for recruitment support (Aspirus) | Mort | TBD |
| Online Recruitment | Utilize current available job boards for posting position and conduct resume/profile searches on social media | <ol style="list-style-type: none"> 1. Indeed 2. Facebook 3. LinkedIn 4. Wisconsin Primary Health Care Assoc. 5. Wisconsin Public Health Assoc. 6. LeadingAge Wisconsin 7. Wisconsin Assisted Living Association 8. American College of Healthcare Execs 9. Wisconsin Hospital Association 10. Wisconsin Health Care Assoc./Wisconsin Center for Assis. Liv. 11. Wisconsin Counties Association | Nic/Bo | TBD |
| Screen Candidates | Review applications to ensure minimum qualification requirements are met | <ol style="list-style-type: none"> 1. Validate/Reference job description for qualifications/skills and validate against candidates. 2. Rank all applicants according to qualifications/experience | Nic/Bo/Mort | TBD |
| Executive Committee Interviews | Provide a pool of final qualified candidates to Executive Committee for interviews. | <ol style="list-style-type: none"> 1. Establish days/times candidate interviews. 2. Schedule interviews with candidates and designated Exec. Committee interview team. | Nic/Mort/ Executive Committee | TBD |
| Executive Committee 2 nd Interviews | 2 nd round of interviews to be completed (if necessary) | <ol style="list-style-type: none"> 1. Executive Committee (or interview team) to conduct final interviews with selected candidates. | Mort/ Executive Committee | TBD |