

## SPECIAL ADMINISTRATIVE COMMITTEE MEETING

June 28, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 3:00 PM on Wednesday, June 28, 2022 in the County Board and via Zoom format at the Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth  
Ken Bates  
Dennis Mulder  
Gene Thom  
Brian Floeter

Other County Employees Present: Samantha Stobbe, Deputy County Clerk; Jason Jerome, HHS Director; Chief Deputy Matt Vande Kolk; Cathy Schmit, County Administrator; Dan Sondalle, Assistant Corporation Counsel

**PUBLIC COMMENT** – none

### **APPEARANCE - Jason Jerome, HHS Director- Pay for Performance**

Jason outlined where they were at with the pay for performance proposal and how they plan to move forward. Discussion held.

### **CLOSED SESSION**

Consider motion to convene into Closed Session under:

- Wis. §19.85(1)(c) to consider the performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session is in reference to the Mid-year review of County Administrator by Department Heads.

*Motion/second (Floeter/Bates)* to convene into Closed Session at 3:21PM – Roll call vote: Ayes - 4, Nays – 1 (Mulder), Absent – 0, Abstain - 0. Motion carried. Deputy County Clerk Samantha Stobbe and County Administrator Cathy Schmitt were excused from the meeting.

Deputy County Clerk Samantha Stobbe rejoined the meeting at 4:44PM.

### **RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION**

*Motion/second (Mulder/Floeter)* to reconvene into Open Session at 4:45PM – Roll call vote: Ayes - 5, Nays - 0, Absent – 0, Abstain - 0. Motion carried.

### **ADMINISTRATIVE POSITION DISCUSSION**

Discussion held regarding the position of the Administrator. Administrator Schmit spoke in favor of looking at the position along with the job description and the manuals regarding the position to refine it. Discussion held on what could be done different and what worked regarding the position.

*Motion/Second (Floeter/Bates)* to suspend the County Board rules to allow other attendees to speak. All ayes. Motion carried with no negative vote.

Chief Deputy Vande Kolk spoke regarding the structure of having a County Administrator. Jason Jerome spoke in favor of the County Administrator position and the ability of department heads to provide feedback during this

process. The committee advised Administrator Schmit to contact Corporation Counsel to create an RFP for the position to be voted on the night of County Board.

**COMMITTEE DISCUSSION**

- **Future Meeting Dates: July 19<sup>th</sup> at 5PM**
- **Future agenda items for action & discussion: Resolution regarding which type of Administration the County will go with moving forward, RFP for position related to the resolution**

**ADJOURNMENT**

Chair Abendroth adjourned the meeting at 5:22PM.

Submitted by,

Samantha Stobbe  
Deputy County Clerk

DRAFT