

MINUTES
Trempealeau County Extension Education and Communication Committee

Mike Nelson, Chair

1. Meeting called to order by Mike Nelson at 1:08 p.m. in the Trempealeau County Government Center in the Wisconsin Room on October 3, 2012

2. Notice was posted according to open meeting law requirements.

Committee members present:

 Jay Low
X Sally Miller
X Arild Engelién
X Olin Fimreite
X Michael Nelson

Others present:

 Steve Okonek
X Cyndy Jacoby
X Pat Malone
 Marilyn Whalen
X Michelle Rose
X Deb Jones

3. **MOTION: Adopt agenda as (amended)**
(Arild Engelién / Olin Fimreite : **PASSED**).

4. **Overview of UWEX hiring process for county staff:**

Deb reviewed the process including an overview of inappropriate questions we cannot ask and the job description. She also reviewed the university process that preceded this interview. A joint decision is made at the end.

5. **Review of Trempealeau County Ag Position Description and the interview process to be followed:**

Passed out the interview questions.

6. **Closed Session per WI Stat. 19.85(1)(c) to interview, consider & recommend for hire the three applicants for the UW-Extension Ag Educator position:**

Chair Nelson announced that the committee needed to go into closed session under WI Stat. 19.85(1)(c) to interview, consider & recommend for hire the three applicants for the UW-Extension Ag Educator position.

Motion made to go into closed session per WI Stat. 19.85(1)(c) to interview, consider & recommend for hire the three applicants for the UW-Extension Ag Educator position by Sally Miller; seconded by Olin Fimreite. Approved unanimously

7. **Reconvene into Open Session:**

Motion to reconvene into open session by Sally Miller; seconded by Olin Fimreite. Carried unanimously.

Motion by Sally Miller, seconded by Olin Fimreite to reaffirm the decision made in closed session to offer the job to the top candidate with willingness to offer to second candidate if first declines. Carried.

8. **Next meeting date** was set for October 19 at 9:00 a.m., in the Trempealeau County Government Center.

9. **MOTION: Adjourn meeting at 4:57 p.m.**
(Sally Miller / Olin Fimreite : **PASSED**).

Pat Malone, Acting Secretary
Agriculture and Extension Education Committee