

**Draft Minutes
of the Personnel Committee
of the Capital Area Regional Planning Commission**

October 26, 2023

Via Zoom

8:00 am

Commissioners Present: Kris Hampton, Peter McKeever, Heidi Murphy, David Pfeiffer (Chair), Nick Zavos, Maureen Crombie.

Commissioners Absent: No Members Absent.

Staff Present: No Staff Present.

Others Present: Peter Grey.

1. Establish Quorum
2. Public Comment on Matters not on the Agenda
3. **Minutes of the September 24, 2023, Personnel Committee Meeting (*actionable item*)**
Meeting minutes will be approved at the November 9, 2023 Personnel Committee meeting.
4. **Closed Session (*actionable item by roll call vote*)**
Motion to enter Closed Session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibilities. Mr. Hampton moved for approval for closed session. Ms. Murphy Seconded the motion. The motion passed unanimously at 8:03 am.
5. **Return to Open Session (*actionable item by roll call vote*)**
Motion to return to Open Session was called by Mr. Hampton. Ms. Murphy seconded the motion. The motion passed unanimously at 9:28 am.
6. Executive Director Hiring Process Next Steps
Motion to have Peter Grey schedule in-person interviews with 3 candidates as specified in closed session was entered by Ms. Murphy and seconded by Ms. Crombie. The motion passed unanimously.
7. Future Meetings and Agenda Items
(Next meeting is **Monday November 6th, 2023, via in-person at 100 State St. Suite 400 at 1:45 pm and Tuesday November 7th, 2023 at 10:45 am.**)
8. Adjournment
Mr. Hampton moved to adjournment. Ms. Crombie seconded. The motion passed on a voice vote. The meeting was adjourned at 9:30 am. Minutes taken by Tanya Sime and reviewed by CARPC staff

Respectfully Submitted:


Kris Hampton, Secretary

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.