



**BOARD OF CONTROL
MEETING MINUTES
January 12, 2012**

1. Call to Order

The meeting was called to order by Marty Hallock at 7:07 p.m.

2. Roll Call and Mileage

<u>P</u>	Deanna Heiman	<u>P</u>	Keith Herrmann	<u>P</u>	Marty Hallock
<u>P</u>	Rhonna Casey	<u>P</u>	Rick Eloranta	<u>A</u>	Melissa Greene
<u>A</u>	Valorie Kulesa	<u>A</u>	Rozanne Traczek	<u>P</u>	Corey Grape
<u>P</u>	Jordan Franklin	<u>A</u>	Troy Thomas		

Also in attendance were Larry Annett, Randy Bowe, Charlie Schneider, and Connie Wislinsky, CESA #10.

3. Action Items

A. Financial Report

Motion by Deanna Heiman and seconded by Keith Herrmann to approve the treasurer's recommendation of issuing CESA checks numbered 59524 through 59853 (void check #58178, #58057, #58457); and, the December 2011 Reconciliation Statements. Motion carried.

B. Consent Agenda Items

Board members asked to pull Item B.3 (Retirement of Larry Annett) from the Consent Agenda. The Board expressed their gratitude to Larry for his years of service to CESA 10 and wished him the best in his retirement.

Motion by Rick Eloranta and seconded by Corey Grape to accept the retirement of Larry Annett, Agency Administrator as presented. Motion carried.

Motion by Deanna Heiman and seconded by Rick Eloranta to approve the following Consent Agenda items:

B.1 Minutes: December 5, 2011 Board of Control Meeting
December 8, 2011 Board of Control Meeting

B.2 Personnel Contract(s):

Heather Langreck, Speech/Language Aide, Neillsville School District, .50 FTE,
Start Date 1/23/12

Michele Kinney, Paraprofessional, Lake Holcombe, hours vary, Start Date
12/6/12

Amanda Robinson, Marketing Specialist, 1.0 FTE, Start Date TBD

B.3 Resignations/Retirements:

Todd Busch, Environmental Services Consultant, Resignation, Last Day of Work
1/20/12

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B.4 Personnel Contract Modification:

Kerrie Ackerson, Manager of Contracts and Marketing, Retroactive to 12/1/11.

B.5 Out of State Travel:

Focus Energy Advisors and Environmental Consultants and Technicians (Approximately 20 employees), International Air-Conditioning, Heating, and Refrigeration Exposition, January 24, 2012, Chicago, IL

B.6 Other:

Fiscal Agent for Eau Claire Public Schools 2012 Summer School

Consent resolution agenda items approved by unanimous roll call vote.

4. Discussion Items

- A. **Enhancing Communication.** Larry Annett will provide the Board of Control with a weekly newsletter in an effort to enhance communication. The Board requested that the newsletter be sent by e-mail, unless specified otherwise.
- B. **Mid-Year Key Performance Indicators Update.** A report was distributed to the Board of Control and reviewed by Larry Annett. Larry noted that some of the KPI's identified last spring have changed and are documented in the report. The Board expressed appreciation of the time spent on preparing the report and the presentation.
- C. **Future Directions for Facilities Management.** Charlie Schneider asked the Board of Control to consider allowing the Facilities Management Department to expand environmental and energy management services throughout the state of Wisconsin. There is a market for these services outside of northwestern Wisconsin and there are few, if any, competitors who offer a shared savings model. Charlie assured the Board that expansion would be in compliance with state statutes and that services to CESA 10 schools would be maintained at the same, or higher level. The Board had no objections to this proposal.
- D. **Administrative Search Process.** The Board agreed to hire WASB to conduct the administrative search process. Dennis Richardson, WASB Search Consultant, will be asked to attend the February 9 Board of Control meeting. A timeline for the process was developed. Comparable salary data and job descriptions from other CESAs will be obtained for the Board's review.

5. Other Organizational Business Which Might Legally Come Before the Board.

Motion by Rick Eloranta and seconded by Deanna Heiman to adjourn the meeting at 8:55 p.m. Motion carried.

NEXT MEETING

February 9, 2012, 7:00 p.m., CESA 10, 725 W. Park Avenue, Chippewa Falls, WI 54729