COMMUNITY DEVELOPMENT AUTHORITY

Personnel Meeting January 5th, 2012

The personnel meeting of the Community Development Authority was called to order by the Chairperson, Dr. John Parker at 9:30am in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting Posted January 3rd, 2012.

ROLL CALL: PRESENT: Marilyn Hardacre, Dr. John Parker, David Marsh, Peter O. Hendler
OTHERS PRESENT: Mary James Mark Evecutive Director, Vethy Schouer

OTHERS PRESENT: Mary James-Mork Executive Director, Kathy Scheuer Office/Procurement Coordinator.

Declaration of a quorum. Public Comment: None

CDA 12-01 Motion by Hardacre seconded by Marsh to convene to Closed Session pursuant to Wisconsin Statutes, 19.85(1)(c), (f) to discuss information involving personnel management of CDA financial information and to discuss employment, promotion, compensation or performance evaluation data of specific public employees over which the Board has jurisdiction or exercises responsibility.

Roll Call Vote: Parker, Hendler, Hardacre, Marsh, Mary James Mork (Time 9:35am) 4 Ayes

MOTION CARRIED

A discussion was held regarding potential personnel changes in order to redistribute duties for greater efficiency, as well as benefit package options for qualifying employees for 2012.

CDA 12-02 Motion by Hardacre and seconded by Hendler to move to Open Session. (Time 10:30am) 4 Ayes

MOTION CARRIED

CDA 12-03 Motion made by Hendler and seconded by Marsh to recommend Section 8 Coordinator role to that of thirty two (32) hour salaried (with prorated benefits) position as Manager of Section 8 and Public Housing (Scattered Sites), with any necessary adjustments to be made in position descriptions. 4 Ayes

MOTION CARRIED

CDA 12-04 Motion by Hardacre and seconded by Hendler to recommend benefit package adjustments for 2012. 4 Ayes

MOTION CARRIED

Members reviewed and submitted revisions for Employee Handbook.

Hardacre leaves at 11:10 am.

CDA 12-05 Motion by Marsh and seconded by Hendler to recommend Employee Handbook with revisions to board after approval by legal counsel. 3 Ayes

MOTION CARRIED

Motion by Hendler and seconded by Marsh to adjourn meeting. Meeting adjourned at 11:25am. Respectfully submitted,

Mary James-Mork

Dr. John Parker