

DRAFT

MINUTES

December 16, 2020

ETF Secretary Search and Screen (SS&S) Committee

Employee Trust Funds Board
State of Wisconsin



Location:

Department of Employee Trust Funds
This meeting was held via teleconference.

SS&S MEMBERS PRESENT:

Wayne Koessl, Chair
John David, Vice Chair
Robert Niendorf, Secretary

Malika Evanco
Leilani Paul
Roberta Rasmus

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Division of Management Services:
Lisa Dally, Human Resource Director

Office of the Secretary:
Cheryllynn Wilkins, Board Liaison

Mr. Koessl, Chair, called the meeting of the ETF Secretary Search and Screen Committee (Committee) to order at 1:00 p.m.

The Board Liaison took a roll call of Committee members to verify presence and connectivity.

CONSIDERATION OF MEETING MINUTES

MOTION: Ms. Paul moved to approve the open and closed session minutes of the October 28, 2020, meeting of the Employee Trust Funds Board Secretary Search and Screen Committee, as submitted by the Board Liaison. Mr. David seconded the motion, which passed unanimously on a voice vote.

CLOSED SESSION

Mr. Koessl announced that the next agenda items relate to the recruitment of a new ETF Secretary, including the consideration of applications and qualifications of applicants for that position and determining the applicants to be invited for initial interviews. Potential interview and reference questions will also be discussed.

Board	Mtg Date	Item #
SSS	XX.XX.21	1

MOTION: Mr. Koessler moved to convene in closed session pursuant to the exemptions contained in Wis. Stats. § 19.85 (1) (c) to discuss employment, promotion compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Mr. Niendorf seconded the motion, which passed on the following roll call vote:

Members Voting Aye: David, Evanco, Koessler, Niendorf, Paul, Rasmus

The Committee convened in closed session at 1:10 p.m. and reconvened in open session at 2:13 p.m.

ANNOUNCEMENT OF ACTION TAKEN ON BUSINESS DELIBERATED DURING CLOSED SESSION

Mr. Koessler announced the Committee took the following action during closed session:

The Committee met in closed session and discussed qualification of applicants for the ETF Secretary position. They determined that one applicant will be invited for an initial interview with the Secretary Search and Screen Committee, Wednesday, December 23 at 1:00 p.m. Potential interview and reference questions were also discussed.

ADJOURNMENT

MOTION: Ms. Rasmus moved to adjourn the meeting. Ms. Paul seconded the motion, which passed unanimously on a voice vote.

The meeting adjourned at 2:19 p.m.

Date Approved: _____

Signed: _____

Robert Niendorf, Secretary
Employee Trust Funds Board