

COMMITTEE REPORT

COMMITTEE: Special Executive Committee Meeting
CHAIRPERSON: John Lang, Chairperson
DATE/TIME: March 24, 2022 at 6:30 pm

PRESENT:

☒ John Lang
☒ Don Hill
☒ Bill Bingham

☒ Diane Gallagher
☒ John Korth

☒ John Schultz
☒ LaDon Trost

A quorum was established.

Other Board Members: Robert O'Connor.

Others: Scott Toot and Angela Kaiser.

1. **Citizens' Comments** – None.
2. **Unfinished Business** – None.
3. **New Business** – Will be discussed after closed session.
4. **Closed Session**

William Bingham made a motion to enter into closed session at 5:02 p.m. for the purpose of Personnel section 2(c)1 *"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."* Topic of Discussion – Planning & Development Administrator/Advance Step Hire. Seconded by John Schultz and the motion carried by voice vote.

At 5.13 p.m., John Schultz made a motion to reconvene to open session. Seconded by William Bingham and the motion carried by roll call vote. Ayes – William Bingham, Diane Gallagher, Don Hill, John Korth, John Lang, John Schultz, and LaDon Trost. Ayes: 7. Nays: 0.

5. **Possible action as a result of closed session**

- a) Discussion and possible action on Planning & Development Administrator/Advance Step Hire – John Schultz made a motion to move forward to the County Board a recommendation to approve the advance step hire of Kristina Tranel as the Planning & Development Administrator at a Grade 12, Step 5 with an annual salary of \$54,558. Seconded by Don Hill and the motion carried by roll call vote. Ayes – William Bingham, Diane Gallagher, Don Hill, John Korth, John Lang, John Schultz, and LaDon Trost. Ayes: 7. Nays: 0.

6. **Citizens' Comments** – None.
7. **Board Member Concerns** – None.

The meeting adjourned at 7:50 p.m. following a motion made by John Korth. Seconded by John Schultz and the motion carried by voice vote.

The next meeting of the Executive Committee is scheduled for Tuesday, April 5, 2022 at 6:30 p.m.

**CLOSED SESSION
JO DAVIESS COUNTY SPECIAL EXECUTIVE COMMITTEE MEETING
MARCH 24, 2022**

The board entered closed session at 5:03 p.m. to discuss:

Personnel section 2(c)1

"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity". Topic of Discussion – Planning & Development Administrator/Advance Step Hire.

Present were members William Bingham, Diane Gallagher, Don Hill, John Korth, John Lang, John Schultz, and LaDon Trost. Present: 7. County Board Members Robert O'Connor, County Administrator Scott Toot, and County Clerk Angela Kaiser were also present.

Scott Toot distributed copies of Kristina Tranel's resume and application to the committee, as well as a copy of the newspaper advertisement. Kristina is currently employed by Jackson County, Iowa as a Zoning Administrator/GIS Coordinator. After interviewing prospective candidates, Kristina is the recommendation for hire. Scott has made contact with two of her three references and she was given high praise by both. As a matter of information, Scott informed the committee that Kristina's father currently sits on the Zoning board.

The position is a Grade 12 and the starting salary with no experience is \$51,869, which is a Step 3. With her previous experience, Scott is asking for an advance step hire of Step 5, which is an annual salary of \$54,558. It was noted that Kristina is taking a pay cut by accepting this position.

Kristina Tranel entered the meeting at 5:08 p.m. She greeted the committee and said that she is very excited about the possibility of joining Jo Daviess County and seeing this department into the future.

LaDon Trost asked if her interest in the position is because Jo Daviess County is where she grew up and she responded yes.

Diane Gallagher stated she was very happy with Kristina's communication throughout the application and interview process.

The board left closed session at 5:12 p.m.



Angela Kaiser, County Clerk