

Draft

Minutes of the January 10, 2019, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Tweed Shuman, Brian Bisonette, Kathy McCoy, Ron Kinsley, Dale Schleeter

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Rose Lillyroot, Ron Buckholtz, Mike Coleson

Motion by Kinsley, 2<sup>nd</sup> by Bisonette, to approve the minutes from the December 13, 2018 meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 530 phone calls and 225 office visits in December. There were 35 counseling appointments held.

Information Technology Director Mike Coleson provided a written report.

Human Resource Coordinator Rose Lillyroot provided a report to the Committee

Administrator Hoff reviewed his written report with the Committee. John Hockhammer will attend the February Administration Committee and provide training for the Committee members.

Future Agenda Items: Grant writer position.

Motion by McCoy, 2<sup>nd</sup> by Kinsley to convene into Closed Session. Motion carried Unanimous

Motion by Kinsley, 2<sup>nd</sup> by Schleeter, to reconvene in Open Session. Motion carried

Meeting adjourned 11:20 am

Minutes prepared by Carol Williamson