

**Southwestern Wisconsin Regional Planning Commission
Executive Committee Meeting
Agenda**

September 15, 2026 – 10:00 am

Join Zoom Meeting

<https://us06web.zoom.us/jc/83277699387>

Meeting ID: 832 7769 9387

Consideration will be given and/or action taken on any or all of the following items:

1. Call to order
2. Confirmation of notice of meeting
3. Approval of the Agenda
4. Public comment (comments are limited to agenda topics and have a 3-minute limit)
5. Acceptance of Minutes of July 28, 2026
6. Discussion and possible action on considering an Interim Executive Director
7. Discussion and possible action on personnel matters related to evaluation and compensation
 - a. Employee Personnel Update: Consider Closed Session, under Wis. Stat S. 19.85 (1) c, “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” i.e., the evaluation and employment of SWWRPC staff.
 - b. Reconvene into open session to take any action discussed in closed session
8. Adjourn

Southwestern Wisconsin Regional Planning Commission**Executive Committee Meeting**

July 28, 2026

Draft Meeting Minutes

1. Call to order

The meeting of the Southwestern Wisconsin Regional Planning Commission's (SWWRPC) Executive Committee was called to order by Chair Meyers at 9:00 AM.

Members Present:	Bob Keeney Carol Anderson Jerry Guth John Meyers Mandy Johnson Kerry Severson (virtually)
Members Excused:	
Others Present:	Troy Maggied Melinda Nicely Bryce Mann Jon Hochkammer (left meeting after agenda item 6)

2. Confirmation of notice of meeting

The agenda was posted by county clerks in each county's courthouse.

3. Approval of the Agenda

- *Motion to approve the agenda as presented – Anderson/Keeney, Motion Carried.*

4. Public Comment

None.

5. Acceptance of Minutes of July 8, 2026

- *Motion to approve the minutes with an acknowledgement of Keeney's departure after reconvening into open session – Guth/Anderson, Motion carried.*

6. Discussion and possible action on a proposal and contract from Public Administration Associates, LLC (PAA) to assist with the Executive Director recruitment process

There should be funding in the budget due to savings related to current staffing decreases and a lapse of coverage with a full-time Executive Director. Applicants that are obtained by SWWRPC will be forwarded to Jon Hochkammer for review and outreach. Commissioners also inquired about staff feedback being incorporated into interview questions. PAA will work with Troy Maggied to incorporate common themes from staff feedback into interview questions for future interviews. Maggied will draft up the process discussed during the meeting and distribute it to Meyers and Hochkammer

- *Motion to approve the contract with Public Administration Associates, LLC– Guth/Keeney. Motion carried.*

7. Discussion and possible action on the 2025 SWWRPC Audit

Nicely spoke on the audit process with KerberRose and addressed the single audit which took longer than initially expected. Maggied discussed his long-range asset tracking sheet with trends in SWWRPC assets compared to annual county contributions. Commissioners discussed findings from the 2025 audit compared to 2024 findings.

- *Motion to approve the 2025 SWWRPC Audit and share the findings with the full Commission – Keeney/Anderson. Motion carried.*

8. Discussion and possible action on the 2027 health insurance opt-out incentive

The health insurance opt-out policy was originally adopted in 2025 for 2026 with review and approval each year. Nicely drafted a revised opt-out rate that will reduce the SWWRPC expense while still providing an incentive to employees.

- *Motion to approve 2027 Health insurance opt-out incentive at the 2027 rate – Anderson/Guth, Motion carried.*

9. Discussion and possible action on the 2027 SWWRPC Budget

Maggied discussed expected sources of revenue and long-term projects and addressed expected staffing expenses. The budget identifies expected expenses from historic trends that are used to project budgeted amounts. A conversation regarding the withdrawal from reserves addressed that reserves are only touched if no additional projects are obtained. Maggied also presented the proposed 2027 county contribution increase of 2%. Commissioners requested separate agenda items to approve county contributions and budget during the August Full Commission meeting.

- *Motion to approve 2027 SWWRPC County contribution increase of 2% to send to Full Commission – Guth/Johnson, Motion carried*
- *Motion to send 2027 SWWRPC budget proposal to Full Commission – Anderson/Keeney, Motion carried*

10. Executive Director Exit Interview

- a. Director Evaluation: Consider Closed Session, under Wis. Stat S. 19.85 (1) c, “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” i.e., the annual evaluation and employment contract/salary of the executive director.**

- *Motion to move into closed session with Troy Maggied at 10:15 am – Guth/Keeney, Motion carried*

- b. Reconvene into open session to take any action discussed in closed session**

11. Adjourn

- *Meeting adjourned by Chair Meyers at 11:00 am.*