

## Public Meeting Notice

Executive Committee of the  
West Central Wisconsin Regional Planning Commission (WCWRPC)  
10:00 a.m., Thursday, April 11, 2024

Banbury Place, 800 Wisconsin Street, Building D, 4<sup>th</sup> Floor, Suite 405 H  
Eau Claire, Wisconsin 54703  
(Down the Hall from the WCWRPC Offices)

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### Agenda

1. **Call to Order** – Chair Louie Okey
2. **Review and Approve Minutes of March 14, 2024, Executive Committee Meeting** – Okey
3. **Approval of Agreement with the Wisconsin Department of Natural Resources (WDNR) for the Funding of an Updated Chippewa-Eau Claire Metropolitan Planning Organization (MPO) Sewer Service Area (SSA) Plan** – Executive Director Allen/Okey (This item was postponed from the Executive Committee meetings of February 8 and March 14, 2024, and the Commission meeting of March 20, 2024.)  
*Background:* The current SSA Plan was last fully updated in 2005-07, with only a partial policy update in 2017-18. Therefore a comprehensive update is needed. The Chippewa-Eau Claire MPO reviewed the anticipated plan update timeline at their meeting of January 31, 2024. The MPO's Technical Advisory Committee will guide the plan update process, WCWRPC will facilitate the plan update process, and WDNR will provide consultation and ultimate review and approval. WCWRPC staff provided a revised project proposal and scope of work to WDNR on January 24, 2024. WCWRPC proposed to commence the project on March 1, 2024, and received an update on March 5<sup>th</sup> that the agreement should be ready "in the next week or so," with an additional update on March 26<sup>th</sup> noting it should be ready "in the next couple of days." The agreement is for \$45,000 in WDNR funding through December 31, 2024, with a likely extension to mid-2025.  
*Potential Action:* Review and approve the agreement; postpone to a future meeting; or other action.
4. **Report on WCWRPC Employee Handbook's Remote Work Policy** – Allen/Okey  
*Background:* The Commission adopted a new Remote Work Policy on November 9, 2023. Executive Director Allen will provide an interim report on the policy's implementation.  
*Potential Action:* Review and approve any modifications to the Employee Handbook's Remote Work Policy; or provide input and guidance for future action.

5. **Review and Consideration of Adding a Deputy Director Role – Allen/Okey**

*Background:* At the Executive Committee meeting of February 8, 2024, it was requested to review and discuss the possibility of adding a Deputy Director role to WCWRPC staff. This could take the form of an incidental, temporary designation (e.g., in the case of the Executive Director's absence), or as a new title and job description (e.g., a full-time, ongoing role). Of the 9 RPCs in Wisconsin, 5 have a full-time Deputy Director or Assistant Director position: Bay Lake; East Central; North West; South East; and South West. Executive Director Allen will present information for discussion, review, and potential action.

*Potential Action:* Review and approve any position description(s) modifications; or provide input and guidance for future action.

6. **Motion to go into Closed Session Pursuant to the Provisions of Section 19.85(1)(c) of Wisconsin Statutes to “Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility.” – Okey**

7. **Roll Call Vote to be Taken – Okey**

Closed Session

8. **Executive Director Performance Evaluation – Okey**

9. **Motion to Return to Open Session – Okey**

Open Session

10. **Any Appropriate Motion/Action – Okey**

11. **Any Other Business or Updates – Allen/Okey**

12. **Next Commission Meeting Date – Thursday, May 9, 2024 – Banbury Place, Eau Claire, WI**

13. **Next Executive Committee Meeting Date – Thursday, June 13, 2024 – Location TBD**

14. **Adjournment**