

WADENA COUNTY BOARD OF COMMISSIONERS' SPECIAL MEETING

MARCH 10, 2020

The Wadena County Board of Commissioners' Meeting was held on March 10, 2020 in the Small Courtroom, Wadena County Courthouse, 415 South Jefferson Street, Wadena, Minnesota. The meeting was called to order at 12:35 pm by Commissioner Horsager and all present recited the Pledge of Allegiance.

Also present were: Commissioners Sheldon Monson, Bill Stearns, Jon Kangas, County Coordinator/Engineer Ryan Odden, County Attorney Kyra Ladd, Sheriff Mike Carr, Wadena Police Chief Naomi Plautz and *Wadena Pioneer Journal* reporter Rebecca Mitchell.

The purpose of the special meeting was to go through the second round interviews of two candidates for the Human Service Director position. Coordinator Ryan Odden was directed to ask questions of these candidates. These are the 6 questions that were asked of each person.

1. Describe how your work experience and education has prepared you for the director's position?
2. The position is responsible for several program budgets and grant planning, describe your experience managing a budget.
3. Tell us about your experience in adult and children's mental health.
4. Tell us about a time when you made a decision with a lack of guidance and or information, how did you make that decision?
5. Describe your management style.
6. Why are you interested with working with Wadena County and what do you hope to accomplish if selected?

Jennifer Westrum was the first candidate for the Human Services Director position interviewed. She answered all the questions asked of her. She then asked the commissioners, "What the top three priorities of this position are for the county."

A break was taken at 1:31 to 1:52 pm.

Melissa Stave was the second candidate interviewed for the Human Services Director position. She also answered all questions that were asked of her. She asked, "What are you needing as the top priorities from this position?"

The commissioners noted bringing leadership to the department and having the county work together with other departments and agencies to make the department work better as their top priorities.

It was noted that the last time a person was interviewed for this position a secret ballot was taken by the commissioners with the person's choice. It was pointed out that the only one commissioner has seen the applications and resume' of these candidates. The board would like to have these papers provided now for review.

A break was taken from 2:43 to 2:53 pm.

The board was provided the job applications, resume' and the pay scale for the position and they took time to review these documents.

Attorney Kyra Ladd asked who would be the one to negotiate with the candidate selected for hiring. It was the consensus that Ryan Odden would hire within the range that is set by the board for steps. This job is graded at 59. There was some discussion on the where on the 10 steps this position should be placed. The negotiation of the step will be between Ryan Odden and the candidate.

The commissioners were asked who their choice would be. Commissioner Monson chooses Jennifer Westrum. Commissioner Kangas says his 1st choice is Melissa Stave, but both are good candidates. Commissioner Stearns chooses Jennifer Westrum. Commissioner Horsager than said he favored Jennifer Westrum as his 1st choice.

It was decided that the 1st choice would be Jennifer Westrum. It was noted that both candidates were qualified for this position and if Jennifer Westrum is not hired, than Ryan Odden should offer the position to Melissa Stave.

Moved by Commissioner Monson, seconded by Commissioner Kangas to adjourn the meeting at 3:10 pm.

Ryan Odden,
Wadena County Coordinator/Engineer

Charles Horsager, Chairperson
Wadena County Commissioners