

Minutes of the Special Meeting of the Tourism Commission
Franklin City Hall Council Chambers
9229 W. Loomis Road, Franklin, Wisconsin
August 12, 2020 – 7:30 a.m.

Members Present		Others Present
Ann Adamski	x	Randy Grass – Ad Hoc Member
Shaun Marefka (Vice Chair)	x	Barbara Wesener – Ad Hoc Member
Lance Schaefer		
Amy Schermetzler (Chair)	x	
Mark Wylie (Secretary / Treasurer)	x	Mike Doyle, ROC Ventures

- I. The meeting of the Tourism Commission was called to order by Chair Schermetzler at 7:32 a.m.
- II. The floor was opened at 7:31 a.m. for citizen comment and closed at 7:31 a.m.
- III. Berg will provide Marefka with all attorney referrals and Marefka will contact each attorney to find out their level of interest, expertise, and pricing to provide legal services to Engage Franklin.
- IV. Mike Doyle with ROC Ventures explained how they go through a hiring process and suggested adding the “One Score” assessment test for fit to the application process and will provide a link for this assessment to Schermetzler, who will send an email to each applicant with a request to complete it. Schermetzler and Doyle will plan the timeline and execute the following activities:
 - Phase 1: Schermetzler to hold brief phone interviews with each applicant using a set question list, which she will build and narrow the candidate pool for the next phase.
 - Phase 2: Schermetzler and Doyle will hold one-on-one interviews with the remaining candidate and narrow the list to a smaller number for panel interviews.
 - Phase 3: Commission members and ROC Ventures stakeholders will hold panel interviews for the finalists at a location to be determined. This will require following open meetings procedures and the interviews will be held in closed session. Finalists may be asked to take the Asher Assessment, which has a cost per applicant.
- V. Next meeting will be held at 6:00 p.m. on August 19th in the Hearing Room at City Hall.
- VI. Wylie moved, supported by Adamski, to adjourn the meeting at 8:22 a.m.