MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday October 16, 2025 1:30 p.m.

Southeastern Wisconsin Regional Planning Commission
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, WI 53188

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present: Committee Members:	Excused:
Michael Crowley, Chair	Isaac Rowlett
Charles Colman	
Brian Holt	
Dewayne Johnson	
Trevor Jung	
Natalia Minkel-Dumit	
Robert Pitts	
David Stroik	

Staff:

Stephanie Hacker	Executive Director
Benjamin McKay	Deputy Director
Elizabeth Larsen	Director of Administration

ROLL CALL

Chair Crowley called the meeting to order at 1:30 p.m. Roll call was taken, and a quorum was declared present.

APPROVAL OF MINUTES OF SEPTEMBER 18, 2025

Chair Crowley asked if there were any changes or additions to the September 18, 2025 Executive Committee meeting minutes. There were none.

On a motion by Mr. Johnson, seconded by Mr. Stroik, and carried unanimously, the minutes of the Executive Committee meeting held on September 18, 2025 were approved as published.

CONSIDERATION OF AMENDMENT TO THE 2025 OVERALL WORK PROGRAM (RESOLUTION NO. 2025-14)

Chair Crowley asked the Commission to consider adoption of Resolution No. 2025-14, which is an amendment to the 2025 Commission Overall Work Program (OWP).

Ms. Larsen stated that this amendment is a proposed revision of the 2025 OWP, which includes a routine budget adjustment to the Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration (FHWA) and the Wisconsin Department of Transportation (WisDOT). She stated that the budget estimates for the CLUTS projects are determined in the OWP in September of the previous year. As the work on the CLUTS projects proceeds during the year, the budgets for the projects within the CLUTS program area may be revised to reflect the changing work efforts of each project and are then modified toward year end due to heavier than anticipated work in certain project areas.

In response to an inquiry by Mr. Johnson, Mr. McKay stated that at this time there are no known impacts to the Commission's CLUTS funds due to the federal government shutdown.

There being no questions or comments, on a motion by Mr. Holt to approve Resolution No. 2025-14, seconded by Mr. Johnson, and carried by a vote of 8 ayes and 0 nays, Resolution No. 2025-14 was approved (copy of Resolution 2025-14 attached to Official Minutes).

REPORT ON 2026 COMMISSION HEALTH INSURANCE

Chair Crowley asked Ms. Larsen to review with the Committee the group medical insurance rates for calendar year 2026. Ms. Larsen noted a table titled "Commission Group Medical Insurance Premiums: 2026", had been provided with the meeting materials and shows the Commission's Group Medical Insurance Premiums for 2026.

Ms. Larsen stated that the Commission participates in the Wisconsin Public Employees Group Insurance Program. That program is governed by the State of Wisconsin Group Insurance Board and is administered by the Wisconsin Department of Employee Trust Funds (WDETF). She noted that the Commission staff had been informed of the group health insurance rates for calendar year 2026. Ms. Larsen then explained that the Deductible Health Maintenance Organization (HMO) option for the Group Health Insurance Program was selected by Committee action on September 29, 2011. At the same meeting it was also determined that the employee deductible would be reimbursed to each employee through the establishment of a Health Reimbursement Account plan.

Ms. Larsen noted that in Calendar Year 2025 employees primarily selected Network Health with 10 employees selecting Dean Health Insurance, four employees selecting Common Ground Insurance, one employee selecting Quartz Community, and six employees selecting the All Access Plan administered by Dean Health Plan. The difference between these plans was the provider networks and cost. In Calendar Year 2026, there is one Tier 1 qualified health plan available to Commission employees: Network Health.

The State of Wisconsin considers a qualified health plan as a plan that has providers within the geographic area serving the majority of the employees of the organization. In 2026, there are five Tier 3 plans, Dean Health Plan, Quartz Community, Common Ground/Care Source, Health Partners Southeast, and the Access Plan-Dean.

Ms. Larsen reviewed page 2, "Health Insurance Payroll Deduction Comparison Years 2024 and 2025" explaining that while the Commission generally would pay 80 percent of the health insurance premium, these tables show the percent of cost paid by employees is greater than 20 percent for four of the health plans. Due to a rule set by the State, the Commission is not allowed to pay more than 88 percent of the premium of the lowest cost Tier 1 plan in Waukesha County. If 88 percent of the Tier 1 plan is less than 80 percent of the premium cost of a non-Tier 1 health plan, the employee is then responsible for the difference. As a result of this rule, five of the health insurance plans offered to the staff have an employee cost share of 25 to 31 percent, with the Commission cost share of 69 to 75 percent.

For calendar year 2025 and prior, the medical networks in the Southeastern Wisconsin area were either Aurora Health Care or the Ascension/Froedtert network of clinics and physicians, with ProHealth Care serving western Waukesha County.

The plans with the greater than the 80/20 cost share cover the Aurora Medical Group. Dean Health Insurance is a network of clinics and physicians that are covered in western Waukesha County and Dane County. Network Health Insurance is the Ascension / Froedtert network of clinics and physicians.

Beginning January 1, 2026, the Aurora Medical group will be covered by Network Health. This change is welcome relief as the least expensive plan to cover the Aurora Medical Group will cost an employee with family plan $1,062 per month.

In response to an inquiry by Mr. Johnson, Ms. Larsen stated that the WDETF health insurance provides both single and family coverage.

In response to a second inquiry by Mr. Johnson, Ms. Larsen stated Dean Health Care providers are primarily located in western Waukesha County and the central and western portions of the State.

Mr. Johnson further inquired about health insurance options other than WDETF. Ms. Larsen stated that she had discussed a market review with the Commission's insurance agent, Kurt Conrath of Vizance. Vizance works with the Commission to administer dental, vision, disability, and gap insurance coverages. Ms. Larsen noted that while the WDETF coverage is expensive, there are advantages to staying with this coverage, primarily the ability to provide health coverage for retirees. Ms. Larsen also stated that should the Commission determine to move away from WDETF, the health insurance premiums would be reduced for the first year and likely increase significantly in the second year due to staff with long-term health conditions.

Mr. Johnson suggested that Ms. Larsen determine who on the WDETF Insurance Board represents the local government employee group.

In response to an inquiry by Mr. Stroik, Ms. Larsen stated she is not aware of what the Counties provide for health insurance coverage for their employees.

Mr. Holt stated that Walworth County self-insures health insurance for their employees. He stated the employee share of health insurance increased more than the cost-of-living adjustment. He then commented that the increase in health insurance is the most visible fiscal cliff approaching the County.

Mr. Crowley stated that staff and the Executive Committee need to work toward a health insurance plan to manage the fiscal cliff that is coming to the Commission as well. He further noted that as staff continue to review health insurance options, the findings should be brought to the attention of this Committee during the year.

CONSIDERATION OF VACATION LEAVE PAYOUT POLICY

Chair Crowley asked Ms. Larsen to review the Vacation Leave Payout Policy. Ms. Larsen stated this is a new policy that was developed upon request of a current staff member experiencing financial hardship due to an unexpected medical issue.

Ms. Larsen then reviewed the policy.

In response to an inquiry by Mr. Stroik, Ms. Larsen defined the purpose of the International City County Management Association (ICMA) benefit. She stated that should an employee utilize this policy; they may shorten the amount of vacation leave that could be applied toward this retirement benefit.

Mr. Johnson stated that he would approve of the imminent need for the individual who requested this, however he would like to know if the State and Counties offer a similar benefit.

In response to an inquiry by Mr. Pitts, Ms. Hacker stated that executive leadership coordinated this policy and is confident that all key issues regarding this policy were addressed. She further added support for this policy.

A motion and second was brought forward for adoption of this policy.

Mr. Johnson asked for the motion to be amended to reflect that staff take the necessary action to provide the individual with the need this benefit. However, staff should obtain information about Counties that may offer a similar benefit to the Committee to provide a holistic picture of this policy.

Ms. Hacker stated staff have researched how this policy would affect the Commission's liability accounts and cash flow. She further stated that to go without a policy and to approve a one-time ask would leave future asks potentially being subject to no parameters.

Mr. Crowley summarized the discussion, stating that staff have made a recommendation based upon thorough research. He stated he agrees that the policy needs to be in effect as quickly as possible and recognized Mr. Johnson's concern. Mr. Crowley further stated that he did have a conversation with staff prior to this meeting regarding this policy and felt confident that this policy should be acted on and implemented as quickly as possible, noting the importance of adopting this today, and stating it could be amended at a later date.

Mr. Johnson then asked to modify his request to gather additional information to be considered at a later date. Mr. Crowley stated that staff will bring additional information forward concerning this policy at a later date.

There being no additional comments, on a motion by Mr. Pitts, seconded by Ms. Minkel-Dumit, and unanimously approved, the Vacation Leave Payout Policy was adopted by the Committee.

WORK PROGRAM REPORT

Chair Crowley asked Mr. McKay to review the Work Program Progress Report. Mr. McKay reviewed the report and noted that the report identifies key regional and selected community and county assistance efforts (copy of report attached to Official Minutes).

In response to a discussion brought forward by Mr. Stroik concerning the completion of the Chloride Impact Study, Mr. McKay stated that the technical reports pertaining to the Chloride Impact Study will be completed by year end 2025, with the planning report scheduled for completion at year end 2026.

Mr. Stroik expressed concern about costs related to projects falling behind schedule and stated that the Work Program Progress Report document should indicate when a project is on schedule or behind schedule.

Mr. Jung noted that he and Mr. Johnson attended the Southeast Wisconsin Regional Transportation Symposium and noted that Ms. Dana Shinners conducted an excellent presentation on the Commission's CommuteWISE program.

Mr. Colman suggested that upon completion of the Chloride Impact Study, staff work on a communications strategy to ensure the public is made aware of this study.

Ms. Hacker stated that a study is publicized on the Commission's website and social media when it is completed. She further stated that when major studies are completed, Commissioners will be made aware of the completion of such a study via e-mail and mailings. She noted that staff are working on an active project map that will be posted on the Commission's website.

Mr. McKay stated that he will report on project deadlines and provide information if a project has fallen behind. He further stated that some projects fall behind schedule because of situations such as inaction or additional requests by the other party.

Mr. Stroik stated that staff should ensure when a project is completed no additional staff time will be charged to that project and that the project is closed for any additional charges.

Mr. Crowley referenced Strategy for 2030, which references communications strategies, and noted staff are working to address current internal and external communications.

CONSIDERATION OF COMMISSION CONTRACTS

Chair Crowley asked Ms. Larsen to review the proposed contracts. Ms. Larsen noted that the report the Committee members received prior to the meeting lists three contracts.

There being no questions or comments, on a motion by Mr. Johnson, seconded by Mr. Stroik, and carried unanimously, the contract report was accepted, and the report was placed on file (copy of report attached to Official Minutes).

REVIEW AND CONSIDERATION OF THE STATEMENT OF REVENUES AND EXPENDITURES FOR REPORTING PERIOD ENDING SEPTEMBER 21, 2025

Copies of the Statement of Projected Revenues and Expenditures as of reporting period No. 9, ending on September 21, 2025, were distributed for Committee review.

In reviewing the Statement with the Committee, Ms. Larsen commented that the period covered represented nearly 75 percent of the calendar year. She then called attention to the following items:

1. The Federal and State revenues remain unchanged from the report presented at the August meeting.

2. The service agreement revenues have decreased from the report presented at the August meeting due to funding from the Wisconsin Department of Transportation moved from 2025 to 2026.

3. The Commission had on hand as of September 21, 2025, approximately $7.085 million. This includes about $131,000 of unearned revenue provided to the Commission in advance of expenditures. The funds on hand are invested in the State of Wisconsin Local Government Investment Pool, which is presently paying 4.35 percent interest, and certificate of deposit accounts.

4. This Statement reflects the January 2022 approved Commission Reserves Policy. The minimum and maximum reserve fund amounts have been noted. These numbers reflect the findings of the 2024 audit.

There being no questions or comments, on a motion by Mr. Stroik, seconded by Mr. Colman, and carried unanimously, the Statement of Projected Revenues and Expenditures for the period ending September 21, 2025, was accepted to be placed on file (copy attached to Official Minutes).

CONSIDERATION OF DISBURSEMENTS

2025 Check Register dated August 15, 2025

Copies of the Check Register dated August 15, 2025, for financial reporting period of July 28, 2025 to August 10, 2025 were distributed to the Committee.

There being no questions or comments, on a motion by Mr. Stroik, seconded by Mr. Johnson, and carried unanimously, the Commission disbursements for the August 15, 2025 Check Register were approved.

Chair Crowley, Mr. Stroik, and Ms. Hacker then affixed their signatures to the August 15, 2025 Check Register (copy attached to Official Minutes).

2025 Check Register dated August 29, 2025

Copies of the Check Register dated August 29, 2025, for financial reporting period of August 11, 2025 to August 24, 2025 were distributed to the Committee.

There being no questions or comments, on a motion by Mr. Pitts, seconded by Mr. Stroik, and carried unanimously, the Commission disbursements for the August 29, 2025 Check Register were approved.

Chair Crowley, Mr. Stroik, and Ms. Hacker then affixed their signatures to the August 29, 2025 Check Register (copy attached to Official Minutes).

2025 Check Register dated September 12, 2025

Copies of the Check Register dated September 12, 2025, for financial reporting period of August 25, 2025 to September 7, 2025 were distributed to the Committee.

There being no questions or comments, on a motion by Mr. Stroik, seconded by Mr. Jung, and carried unanimously, the Commission disbursements for the September 12, 2025 Check Register were approved.

Chair Crowley, Mr. Stroik, and Ms. Hacker then affixed their signatures to the September 12, 2025 Check Register (copy attached to Official Minutes).

2025 Check Register dated September 26, 2025

Copies of the Check Register dated September 26, 2025, for financial reporting period of September 8, 2025 to September 21, 2025 were distributed to the Committee.

There being no questions or comments, on a motion by Ms. Minkel-Dumit, seconded by Mr. Holt, and carried unanimously, the Commission disbursements for the September 26, 2025 Check Register were approved.

Chair Crowley, Mr. Stroik, and Ms. Hacker then affixed their signatures to the September 26, 2025 Check Register (copy attached to Official Minutes).

CORRESPONDENCE AND ANNOUNCEMENTS

Ms. Hacker stated the Intergovernmental and Public Relations Committee will meet on Tuesday, October 28, 2025, at 1:30 p.m. at the Commission office.

Mr. McKay stated the Planning & Research Committee will meet on Tuesday, November 4, 2025, at 1:30 p.m. at the Commission office.

In response to an inquiry by Mr. Johnson, Mr. McKay stated that the name of the Environmental Justice Task Force has been changed to the Community Engagement and Benefits Task Force.

Mr. Crowley noted that Mr. Isaac Rowlett has been appointed as a Commissioner from Milwaukee County. Mr. Rowlett will serve on the Executive, Intergovernmental and Public Relations, and Planning and Research Committees and will be seated at the December Quarterly meeting.

Mr. Crowley also noted that he will be in the Commission office on Wednesday, October 22, 2025, to engage with staff and to walk through the office space.

Mr. Crowley further stated that should a Commissioner have an item to discuss with the Committee, that topic should be brought forward during the Correspondence and Announcements section of the meeting and staff will work coordinate that topic for a future meeting.

In response to a comment by Mr. Stroik, Mr. Holt stated the Chair or the Executive Director may be contacted directly to request an agenda item. This could be done in lieu of bringing up a sensitive topic in a publicly viewed setting.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:41 p.m. on a motion by Mr. Stroik, seconded by Mr. Johnson, and carried unanimously.

Respectfully submitted,

Stephanie Hacker
Deputy Secretary

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