

PERSONNEL COMMITTEE MEETING MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: TUESDAY, AUGUST 29, 2016
TIME: 5:30 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Paul Millan called the meeting to order at 5:30 p.m. in the place of Chairman Scott Shaffer who was absent and read the agenda.

ROLL CALL

Members Present: Lukas, Collins, Chaney

Absent: Dailey, Shaffer

Others present: Paul Millan, Nora Matuszewski, William Connors, Leah Cook, Anthony Cook, Jill Zagar, Jason Theune, Joshua Bradley, James Jezeski, Angie Johnson, Alex Schmidt, Melissa Ison, Tammy Queen, and Tasha Short

APPROVE AGENDA

Motion by Collins to approve the agenda as presented, seconded by Chaney. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE AUGUST 22, 2016 PERSONNEL MEETING

Motion by Lukas to approve the minutes of the August 22, 2016 Personnel Meeting, seconded by Collins. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Chaney to adjourn into closed session pursuant to Wis. Stat. §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. This closed session relates to: Van/Bus Driver Interviews.

Seconded by Lukas. Roll call vote, Lukas AYE, Collins AYE, Chaney AYE. Absent (2) Dailey, & Shaffer. Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION.

Motion by Collins to return into open session, seconded by Lukas. All present voting AYE. Motion carried.

Motion by Collins to offer Bob Schultheis the position for the Van/Bus Driver position, seconded by Lukas. All present voting AYE. Motion carried.

DISCUSSION WITH JAIL ADMINISTRATOR ON HIS IDEAS FOR STRATEGIC IMPROVEMENTS IN HIS DEPARTMENT

There was a lengthy discussion with the Jail Administrator with the issues he is having in the jail and his concerns with workloads, new employees, training, rate of pay, part-time employees, jail modifications, and including what he has done to save money in the jail.

CLOSED SESSION

Motion by Collins to adjourn into closed session pursuant to Wis. Stat. §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. This closed session relates to:

- a. Highway Office Manager Wages
- b. Highway Shop Foreman Wages
- c. Personal Appearance Complaint

Seconded by Lukas. Roll call vote, Lukas AYE, Collins AYE, Chaney AYE. Absent (2) Dailey & Shaffer. Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION.

Motion by Lukas to return into open session, seconded by Chaney. All present voting AYE. Motion carried.

- a. No Action Taken, referred to Finance
- b. No Action Taken, referred to Finance
- c. No Action Taken

DISCUSSION AND POSSIBLE APPROVAL OF UPDATES TO JOB DESCRIPTION FOR CHILD SUPPORT SPECIALIST I

Motion by Lukas to table updates to Child Support Specialist I job description until wage and job description can be decided on together at a Finance meeting, seconded by Collins. All present voting AYE. Absent (2) Dailey, & Shaffer. Motion carried.

ADJOURNMENT

There being no further business, motion by Chaney to adjourn, seconded by Collins. All present voting AYE. Motion carried. Meeting adjourned at 8:22 p.m.

- These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel meeting.