

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: TUESDAY, MAY 23, 2017
TIME: 5:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Shaffer called the meeting to order at 5:00 p.m. and read the amended agenda.

ROLL CALL

Members Present: Chaney, Collins, Dailey, Lukas, Millan, & Shaffer

Absent:

Others present: Nora Matuszewski, Bill Connors, Charles Sekel, William Anderson, Danielle McLaughlin, Charles Simono, Dave Ziolkowski, & Mary Torgerson

APPROVE AMENDED AGENDA

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

APPROVE MINUTES FROM THE MAY 9, 2017 PERSONNEL MEETING

Motion by Dailey to approve the minutes of the May 9, 2017 Personnel meeting, seconded by Lukas. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Dailey 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) Park Employee Job Posting/Interviews
- b) DSS/Highway Position Interviews
- c) Discussion with Department Head on Employee Personnel Issues
- d) Discussion on Employee wage issue
- e) Discussion on Land & Water & DA Employee 10-hour shifts follow-up
- f) Discussion on posting Van/Bus Driver Position
- g) Discussion on increased wage incentive for Park Employee
- h) Discussion on increased hours for Forestry Employees
- i) Discussion on Employee Resignation
- j) Discussion on Personnel Issue/Complaint

Seconded, by Dailey. Roll call vote, Chaney AYE, Collins AYE, Dailey AYE, Lukas AYE, Millan AYE, & Shaffer AYE. 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 Dailey. All present voting AYE. Motion carried.

- a) Motion by Collins to approve hiring Aaron Nelson for the Park worker position only, contingent upon the committee recommendations, seconded by Chaney. All present voting AYE. Motion carried.
- b) Motion by Lukas to table until an interview can be re-scheduled for a potential candidate, seconded by Collins. All present voting AYE. Motion carried.
- c) No Action
- d) Motion by Collins to approve temporary wage increase for full time employees that perform job duties of a higher paying position due to staff shortages or cross-training, and no decrease in pay for employees who perform job duties that have a lower rate of pay, seconded by Dailey. All present voting AYE. Motion carried.
- e) Motion by Chaney to approve DA hours until further notice, table Land & Water decision for clarification from Administrator, seconded by Collins. All present voting AYE. Motion carried.
- f) Motion by Collins to re-post the Van/Bus driver position without the CDL certification, seconded by Lukas. All present voting AYE. Motion carried.
- g) Table until recommendation of committee is noticed to Forestry
- h) Motion by Collins to table until the committee members have a chance to read through materials presented by Forestry employees, seconded by Dailey. All present voting AYE. Motion carried.
- i) Motion by Lukas to accept resignation of Lisa Carter and updated resignation of Samantha Hoffman, seconded by Chaney. All present voting AYE. Motion carried.
- j) No Action

DISCUSSION AND POSSIBLE APPROVAL OF VACATION CARRY-OVER FOR DANIELLE MCLAUGHLIN

Motion by Lukas to approve the vacation carry-over for Danielle McLaughlin, seconded by Lukas. All present voting AYE. Motion carried.

DISCUSSION AND APPROVAL OF UPDATED SHERIFF, COUNTY CLERK, DSS, COA, CVSO, AND CHILD SUPPORT JOB DESCRIPTIONS

Motion by Chaney to approve all updated job descriptions, seconded by Collins. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Chaney. All present voting AYE. Motion carried. Meeting adjourned at 9:14 p.m.

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