

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL
DATE: THURSDAY, SEPTEMBER 5, 2019
TIME: 5:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairperson Houle called the meeting to order at 5:00 p.m. and read the agenda.

ROLL CALL

Present: Berg, Burl, Chaney, Goode, Gretzinger, Houle, & Stamper

Absent:

Others Present: Nora Matuszewski, Tammy Queen, Lynne Black, Shannon Boney, Jacee Shepard, & Mark Rinehart

APPROVE AGENDA

Motion by Stamper to approve the agenda as presented, second by Gretzinger. All present voting (AYE). Motion carried.

APPROVE MINUTES FROM THE AUGUST 14, 2019, PERSONNEL COMMITTEE MEETING, AND THE AUGUST 27, 2019, PERSONNEL, FINANCE, SOCIAL SERVICES COMMITTEE MEETING

Motion by Chaney to approve the minutes, second by Berg. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

CLOSED SESSION

Motion by Berg 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:

- Interviews for the Commission on Aging Bus Driver position
- Discussion with Maintenance Supervisor on his employment status

Second by Chaney. Roll call vote: Berg(AYE), Burl(AYE), Chaney(AYE), Goode(AYE), Gretzinger(AYE), Houle(AYE), and Stamper(AYE). Motion carried.

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

Motion by Berg to reconvene into open session to take action, if appropriate, on matters discussed in closed session, second by Chaney. All present voting (AYE). Motion carried.

- Motion by Chaney to offer the Bus Driver position to Pamela Blank, second by Berg. All present voting (AYE). Motion carried.
- Let the record show that the Maintenance Supervisor, Mark Rinehart is not retiring.

DISCUSSION AND POSSIBLE ACTION WITH J. BRADLEY AND RINEHART ON JAIL DOOR TRAINING

No Action

DISCUSSION AND POSSIBLE ACTION ON INCREASING THE CHILD SUPPORT RECEPTIONIST POSITION TO 37.5 HOURS PER WEEK

The Child Support Director explained that there is enough money in the budget to raise the receptionist to 37.5 hours per week as it was budgeted for 40 hours because of the uncertainty of the position. At first the thought was that the office would be able to get everything done with the 35, but, now she feels they need the extra hours. The Director would like to also allow the receptionist to only take a ½ hour lunch allowing the position to come in and leave within the normal operating hours.

Motion by Goode to allow the increase and the start of the hours to begin on Monday, September 9, 2019, second by Stamper. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON RESIGNATION OF FULL-TIME REGISTERED NURSE TO PART-TIME, UNTIL POSITION CAN BE FILLED.

Motion by Goode to accept the resignation and allow part-time status until the position can be filled, second by Berg. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION OF POSTING REGISTERED NURSE POSITION IN HEALTH DEPARTMENT

Motion by Goode to post the position, second by Chaney. All present voting (AYE). Motion carried.

ADJOURNMENT

There being no further business, motion by Chaney to adjourn, second by Berg. All present voting (AYE). Motion carried. Meeting Adjourned at 6:14 p.m.

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