

COMMITTEE: PERSONNEL  
DATE: THURSDAY, NOVEMBER 19, 2020  
TIME: 5:30 PM  
PLACE: COUNTY BOARD ROOM

#### CALL TO ORDER

Chairman Houle called the meeting to order at 5:30 p.m. and read the agenda.

#### ROLL CALL

Present: Berg, Campbell, Chaney, Collins, Goode, Houle, & Stamper

Absent:

Others Present: Nora Matuszewski, Lynne Black, Alex Walrath, Charles Simono, & Cindy Gretzinger

#### APPROVE AMENDED AGENDA

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

#### APPROVE MINUTES FROM THE OCTOBER 9, 2020 PERSONNEL MEETING

Motion by Chaney to approve the October 9, 2020 Personnel meeting minutes, second by Campbell. All present voting (AYE). Motion carried.

#### DISCUSSION AND POSSIBLE ACTION ON PAY FOR THE INTERIM EMERGENCY MANAGEMENT/911 DIRECTOR POSITION

Motion by Stamper to pay Walrath \$20.00 per hour for the interim and back-pay to his start date, second by Chaney. All present voting (AYE.) Motion carried.

#### DISCUSSION AND POSSIBLE ACTION ON UPDATING THE EMERGENCY MANAGEMENT/911 DIRECTOR POSITION

Motion by Collins to update the Emergency/911 Director position, second by Goode. All present voting (AYE). Motion carried.

#### DISCUSSION AND POSSIBLE ACTION ON POSTING THE EMERGENCY MANAGEMENT/911 DIRECTOR POSITION

Motion by Collins to post the Emergency Management/911 Director Position, second by Chaney. All present voting (AYE). Motion carried.

#### DISCUSSION AND POSSIBLE ACTION ON TELEWORK CONTINUATION FOR DA EMPLOYEE

Motion by Goode to allow the rotation for another 60-days, to be revisited around a possible January 20<sup>th</sup> Personnel meeting, under the understanding it is not going to be a permanent telework position, second by Chaney. All present voting (AYE). Motion carried.

CLOSED SESSION: THE COMMITTEE MAY CONSIDER A MOTION TO CONVENE IN 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:

- DISCUSSION AND POSSIBLE ACTION ON PERSONNEL ISSUES WITHIN THE MAINTENANCE DEPARTMENT AND POSSIBLE DISCIPLINARY ACTION

Motion by Stamper to convene into closed session, second by Goode. All present voting, Berg(AYE), Campbell(AYE), Chaney(AYE), Collins(AYE), Goode(AYE) Houle(AYE), & Stamper(AYE). Motion carried.

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

Motion by Berg, second by Stamper to reconvene back to open session. All present voting (AYE). Motion carried.

Motion by Goode to implement disciplinary action recommended by the department head and place the letter in Stroik’s file, second by Collins. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON RESIGNATION OF FORESTRY ADMINISTRATIVE ASSISTANT AND POSTING OF THE POSITION

Motion by Campbell to accept the resignation from Samz and post the position on the recommendation of the Forestry Committee, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON BRINGING THE LABOR ATTORNEY IN TO WORK ON THE HANDBOOKS AS WELL AS POLICY AND PROCEDURE

Gretzinger asked Houle to create a sub-committee to work on the handbooks. The sub-committee will consist of Gretzinger, Chaney, and Collins.

Motion by Collins to start working on the handbooks and use Labor Attorney only as needed, second by Goode. All present voting (AYE). Motion carried.

POSSIBLE FUTURE AGENDA ITEMS

- DA-possible extension of telework
- Handbooks
- Interviews Forestry Administrative Assistant
- Interviews EM Director
- Sheriff/Jail Job Descriptions
- Tentative Meeting January 20<sup>th</sup>, 2021 at 5:30 p.m.

ADJOURNMENT

There being no further business, motion by Goode to adjourn, second by Collins. All present voting (AYE). Motion carried. Meeting Adjourned at 6:35 p.m.

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

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