

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL
DATE: JANUARY 4, 2021
TIME: 5:30 P.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER.

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

ROLL CALL.

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

Members Absent: Goode

Others Present: Cindy Gretzinger, Nora Matuszewski, John Dennee, Josh Bradley, Alex Walrath, & Dana Bailey

APPROVE AGENDA.

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

APPROVE MINUTES FROM THE DECEMBER 29, 2020 PERSONNEL & FORESTRY MEETING

Motion by Chaney to approve the December 29, 2020 Personnel & Forestry meeting minutes, seconded by Campbell. All present voting (AYE). Motion carried.

PUBLIC COMMENT

Gretzinger spoke about possibly having the discussion of making the Emergency Management Director position full time. She feels the county is at risk and there are things that need to be done and are not and she is not blaming anyone for any of it. She would like to have a serious conversation about the position at an upcoming Personnel meeting. There were mixed views on the position and the funding of it. Walrath feels the wage would have to increase to attract a good candidate.

DISCUSSION AND POSSIBLE ACTION ON POSSIBLE CHANGES TO JOBS AND POSITIONS IN THE JAIL AND NEW DISPATCH CENTER

The Sheriff and staff were in to discuss a change in positions at the Jail. They proposed two new administrative positions, with the elimination of the Jail Sergeant and not filling one Jail position. The committee asked them to bring back to the next scheduled meeting the job descriptions along with the financial savings in written form for the committee to see.

DISCUSSION AND POSSIBLE ACTION ON NURSE CONTRACT TRACERS RECEIVING \$25.00 PER HOUR

This was forwarded from the Health Committee and is grant funded.

Motion by Collins to approve the increase for the nurses, second by Stamper. All present voting (AYE).

Motion carried.

DISCUSSION AND POSSIBLE ACTION ON JUDICIAL ASSISTANT AND REGISTER IN PROBATE WORK HOURS INCREASING FROM 35 TO 40 PER WEEK, PER REQUEST FROM JUDGE; POSSIBLE FORWARDING TO FULL COUNTY BOARD FOR APPROVAL

No Action.

DISCUSSION AND POSSIBLE ACTION ON VACATION CARRY-OVER REQUESTS FROM THE HIGHWAY DEPARTMENT

Motion by Campbell to allow Gumm to carry 8-hours to be used within 30-days because there were extenuating circumstances, second by Collins. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON THE STARTING WAGE FOR THE FORESTRY ADMINISTRATIVE ASSISTANT

Motion by Stamper to start Schmidt out at the full wage, second by Berg. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON AN ANTI-BULLYING POLICY

Motion by Berg to approve the policy and send it to the full county board, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION ON THE COVID EPSL AND EFMLA POLICIES ENDING; POSSIBLE ACTION ON A NEW COUNTY POLICY TO TEMPORARILY COVER EMPLOYEES

Motion by Collins to ask labor attorney for input on a policy to bring back to the committee, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON TELEWORKING FOR EMPLOYEES

Motion by Campbell to allow employees if possible to temporarily telework if quarantined & not sick, second by Chaney. All present voting (AYE). Motion carried.

POSSIBLE FUTURE AGENDA ITEMS:

- Jail/Dispatch Employees
- Judge/DA
- EPSL Policy
- EM Position
- Next meeting date: Monday, January 18, 2021 at 5:00 p.m.

ADJOURNMENT

There being no further business, motion by Chaney to adjourn, second by Berg. All present voting AYE, motion carried. Meeting adjourned at 6:41 p.m.

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