

## PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL  
DATE: JANUARY 18, 2021  
TIME: 5:00 P.M.  
PLACE: COUNTY BOARD ROOM

### CALL TO ORDER.

Chairperson Houle was not present, so Gretzinger called the meeting to order at 5:00 p.m. and read the agenda.

### ROLL CALL.

Members Present: Berg, Campbell, Chaney, Collins, Gretzinger, Goode, & Stamper

Members Absent: Houle

Others Present: Nora Matuszewski, Lynne Black, Bill Anderson, Jeannie Fannin, John Dennee, Josh Bradley, & Alex Walrath

### APPROVE AGENDA.

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

### APPROVE MINUTES FROM THE JANUARY 4, 2021 PERSONNEL MEETING

Motion by Campbell to approve the January 4, 2021 Personnel meeting minutes, seconded by Chaney. All present voting (AYE). Motion carried.

### PUBLIC COMMENT

None

### DISCUSSION WITH JUDGE AND DISTRICT ATTORNEY ON COURT CASES BEING 72 MONTHS BEHIND

No action, Judge and District Attorney not available due to the holiday, discussion to be held when they are available. They will be asked to come to the next scheduled meeting.

### 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 FINANCE AND FULL COUNTY BOARD FOR APPROVAL

Motion by Chaney to table until the next scheduled meeting, second by Berg. All present voting (AYE). Motion carried.

### DISCUSSION AND POSSIBLE ACTION ON CONTINUATION OF DISTRICT ATTORNEY EMPLOYEE TELEWORKING

Motion by Goode to have the District Attorney employee return to work on Wednesday, January 20<sup>th</sup>, 2021, second by Stamper. All present voting (AYE). Motion carried.

### DISCUSSION AND POSSIBLE ACTION ON POSSIBLE CHANGES TO JOBS AND POSITIONS IN THE JAIL AND NEW DISPATCH CENTER; FORWARDING TO FULL COUNTY BOARD FOR APPROVAL

Motion by Collins to approve the Telecommunications Dispatcher and Dispatch Administrator positions and forward to the full county board for approval, second by Goode. All present voting (AYE). Motion carried.

Motion by Collins to approve the amendment to the Jail Administrator position, second by Goode. All present voting (AYE). Motion carried.

**DISCUSSION AND POSSIBLE ACTION ON THE PUBLIC HEALTH CLERK AND HEALTH ASSISTANT WORK HOURS INCREASING FROM 35 TO 40 HOURS PER WEEK BECAUSE OF GRANT FUNDS AVAILABILITY; TO BE REVIEWED IN SIX (6) MONTHS**

Motion by Goode to approve the increase in hours for the two positions as long as grant funding is available, second by Chaney. All present voting (AYE). Motion carried.

**DISCUSSION AND POSSIBLE ACTION ON THE HEALTH COMMITTEE REQUESTS FOR THE WIC PROJECT NUTRITIONIST POSITION AND WIC PROGRAM, AND REGISTERED DIETICIAN POSITION**

Jacee explained there was one person qualified, but, not registered and explained it is a difficult position to fill because of the registered portion of the qualification. She could fill the position, but would still need the registered dietitian, would be about 8-10 hours per month. The second option would be to merge with another county, which she is not in favor of. She would like to pursue the part-time position and has done some outreach on it and has someone potentially interested. Collins asked her what the time-frame was for filling the 8-10 hour position. Jacee told her six (6) months.

Motion by Collins to approve hiring the current applicant and send the other job description to full county board for approval in February, second by Stamper. All present voting (AYE). Motion carried.

**DISCUSSION AND POSSIBLE ACTION ON THE EMERGENCY MANAGEMENT POSITION**

The clerk explained there was only one applicant and it was the current interim, Alex Walrath. They discussed the position with Alex and he told the committee he would continue doing the job, but would like to request an increase in pay from the \$20,000 to \$25,000 per year. Gretzinger feels the position should be a full-time and felt the committee should consider it in the future. Jeannie Fannin was also in to explain a problem with GCIS mapping for the 911 which included the road names and fire numbers. This is an issue that needs to be fixed and she informed Personnel that her committee voted to send the fire numbers back to the Emergency Director because she does not have the time or resources to do it. She asked the committee if maybe they thought the towns should be helping to fix some of the issues.

Motion by Collins to accept Alex Walrath as the part-time Emergency Management Director at the \$24.00 per hour, or \$25,000 per year, and take a look at the position at the next meeting, second by Berg. All present voting (AYE). Motion carried.

**DISCUSSION ON A COUNTY COVID SICK LEAVE POLICY**

No Action

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, and §19.85 (1)(f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data.” this closed session relates to:

- discuss and possible action on highway employee accrued benefits.
- discussion and possible action on applying a county COVID sick leave policy to specific employees in the bargaining unit.

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

**RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION, AND ABOVE DISCUSSED #13, COVID SICK LEAVE POLICY.**

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

Motion by Stamper to continue with the policy as has been following, second by Berg. All present voting (AYE) (5); (NAY) (2), Chaney, Campbell. Motion carried.

Motion by Chaney to forward to COVID Sick Leave policy on to the full county board for approval, second by Collins. All present voting (AYE). Motion carried.

**POSSIBLE FUTURE AGENDA ITEMS:**

- Review EM position
- Judge and DA discussion
- Review Handbooks
- Fire numbers for updating

**ADJOURNMENT**

There being no further business, motion by Beg to adjourn, second by Stamper. All present voting AYE, motion carried. Meeting adjourned at 6:44 p.m.

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