

PERSONNEL COMMITTEE MINUTES

COMMITTEE: HEALTH/PERSONNEL
DATE: FEBRUARY 3, 2021
TIME: 4:30 P.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER.

Chairperson Houle was not present because of a family emergency, so Gretzinger called the meeting to order at 4:30 p.m. and read the agenda.

ROLL CALL.

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

Absent: Houle & Goode

Health Members Present: Black, Collins, Dailey, & Perry

Absent: Anderson & Moore

Others Present: Nora Matuszewski, Jacee Shepard, & Terry Lukas

APPROVE AMENDED AGENDA.

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

APPROVE MINUTES FROM THE JANUARY 18, 2021 PERSONNEL MEETING AND THE JANUARY 6, 2021 HEALTH MEETING MINUTES

Motion by Chaney to approve the January 18, 2021 Personnel meeting minutes, seconded by Stamper. All present voting (AYE). Motion carried.

Motion by Black to approve the January 6, 2021 Health meeting minutes, second by Collins. All present voting (AYE). Motion carried.

PUBLIC COMMENT

Joan Ginter was in to tell the committee she agreed with giving compensatory pay for doing extra duties within a department when the department head is absent. She was by herself for approximately 11 months in the Forestry Department and was not given any compensatory pay, so would like it passed and then would like to be given back-pay for when she was working the position.

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:

- WIC Nutritionist/WIC Director/Community Health Specialist Interview
- Compensatory pay for Assistant Administrator in absence of Administrator
- Compensatory pay for Administrative Assistant in absence of Administrator

Motion by Berg to convene into closed session, second by Black. All present voting (AYE). Motion carried.

Roll Call Vote: Berg (AYE), Campbell (AYE), Chaney (AYE), Collins (AYE), Black (AYE), Gretzinger (AYE), & Stamper (AYE).

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

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

Motion by Chaney to offer the WIC/Nutritionist/WIC Director/Community Health Specialist position to Billie Verbruggen with benefits to follow:

- 35 hour per week – Monday through Thursday- 8.75 hours per day

- Full wage - \$25.28
- 1-week of vacation after 90-days
- 2-weeks of vacation after 1-year
- Health stipend after 90-days with proof of existing coverage

Second by Berg. All present voting (AYE). Motion carried.

No Action on other items in closed session.

DISCUSSION AND POSSIBLE ACTION ON MAKING THE EMERGENCY MANAGEMENT DIRECTOR A FULL-TIME POSITION AND POSSIBLE STEPS TO MOVE IT FORWARD

Motion by Collins to approve the Emergency Management position going to full-time, and move forward to the Finance committee, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION - COVID-19 UPDATES

Shepard updated the committee on the current county cases and showed the committee interesting data on cases by gender, ethnicity, and age. She also updated the committee on the amount of people that have been vaccinated in the county, which is over 1,000. The Health Department has administered 298 of those 1,000 vaccinations. Gretzinger told the committee she was at the shot clinic today and was very impressed with the Health Department's organization of the event.

DISCUSSION AND POSSIBLE ACTION – COVID GRANT UPDATE

Shepard had a spreadsheet of her grants and explained the amount of funding and where the money is currently being directed. She has a signed contract grant for COVID-19 contract tracing in the amount of \$92,600, which will go through October 31, 2022. She explained there are many items including wages to be charged against the grant. She also explained this is a reimbursement grant, meaning the money has to be spent before it will be reimbursed. There is another grant in the amount of \$297,100 for COVID-19 Response which includes testing, tracing, surveillance, and vaccine administration, but, she does not have that one signed, so until she does she is not getting her hopes up.

DISCUSSION AND POSSIBLE ACTION – ADDITIONAL COMMITTEE MEMBERS

There was discussion about the problem with having enough members to make sure there is a quorum and some discussion about adding another county board member.

Motion by Black to forward recommending adding another county board member to the committee to the Rules and Regulations, second by Collins. All present voting (AYE). Motion carried.

POSSIBLE FUTURE AGENDA ITEMS:

- COVID-19 – Updates
- COVID-19 – Grant Updates
- Committee Members – Update
- Future Finance meeting date set for – February 15, 2021 at 10:00 a.m.
- Future Personnel meeting date set for – February 9, 2021 at 2:00 p.m.
- Future Health meeting date set for – March 3, 2021 at 4:30 p.m.

ADJOURNMENT

There being no further business, motion by Black to adjourn, second by Collins. 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 & Health committee meetings.