

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL
DATE: FEBRUARY 18, 2021
TIME: 9:00 A.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER.

Chairperson Houle was not present, so Gretzinger called the meeting to order at 9:08 a.m. and read the agenda.

ROLL CALL.

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

Absent: Houle

Others Present: Nora Matuszewski, Amy Montgomery, & Lynne Black

APPROVE AGENDA.

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

APPROVE MINUTES FROM THE FEBRUARY 9, 2021 PERSONNEL MEETING MINUTES

Motion by Chaney to approve the February 9, 2021 Personnel meeting minutes, seconded by Stamper. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

No Closed session was needed at this time, the Sheriff was not going to be in attendance.

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 with Sheriff on Personnel Issues pertaining to sick leave within the department.

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

No Action

DISCUSSION AND POSSIBLE ACTION ON THE EMERGENCY MANAGEMENT DIRECTOR JOB DESCRIPTION AND WAGE; FORWARD ON TO FINANCE FOR APPROVAL

Motion by Berg to move this item behind the Handbook discussion, second by Stamper. All present voting (AYE). Motion carried.

DISCUSSION ON HANDBOOKS

The committee discussed with the Clerk and Payroll Clerk for input on what needs to be addressed immediately and bring back items needing to be addressed red lined in the handbook for discussion and action.

DISCUSSION AND POSSIBLE ACTION ON THE EMERGENCY MANAGEMENT DIRECTOR JOB DESCRIPTION AND WAGE; FORWARD ON TO FINANCE FOR APPROVAL

Changes were suggested to bring back to the next Personnel meeting for discussion and action.

DISCUSSION AND POSSIBLE ACTION ON SETTING UP DATES TO MEET WITH DEPARTMENT HEADS

No Action

POSSIBLE FUTURE AGENDA ITEMS:

- Handbooks
- Emergency Management Job Description
- Future Meetings- March 1, 8, 15, 22, & 29 at 5:00 P.M.

ADJOURNMENT

There being no further business, motion by Stamper to adjourn, second by Berg. All present voting AYE, motion carried. Meeting adjourned at 10:56 a.m.