

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL/AGING
DATE: AUGUST 4, 2022
TIME: 10:00 A.M.
PLACE: FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairperson Anderson called the meeting to order at 10:00 a.m.

ROLL CALL

Present: Anderson, Berg, Black, Chaney, Dailey, Goode, Landru, Lukas

Absent: Miller

Others Present: Nora Matuszewski, Cindy Gretzinger, Kathy Fohrman

APPROVE AGENDA

Black asked the Personnel committee to amend the agenda to add the posting of the Public Health Nurse position.

Motion by Lukas to amend the agenda to add the posting of the Public Health Nurse and move #6-employee retention strategies after the interview, second by Berg. All present voting (AYE).

Motion carried.

APPROVE MINUTES FROM THE JULY 25, 2022 PERSONNEL/AGING/SOCIAL SERVICES MEETING

Motion by Chaney to approve the minutes from the July 25, 2022 Personnel/Aging/Social Services meeting, second by Goode. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

CLOSED SESSION: the committee may consider a motion to convene into 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:

- Meal site worker interview

Motion by Lukas to convene into closed session, second by Berg: Roll Call Vote: Anderson (AYE), Chaney (AYE), Berg (AYE), Black (AYE), Dailey (AYE), Goode (AYE), Landru (AYE), Lukas (AYE). Motion carried.

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

Motion by Lukas to reconvene to open session, second by Dailey. All present voting (AYE).

Motion carried.

- Motion by Dailey to offer the position to Sandra Stapleton, second by Goode. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON POSTING OF THE PUBLIC HEALTH CLERK POSITION

Motion by Berg to post the Public Health Nurse position, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON EMPLOYEE RETENTION STRATEGIES

The committee discussed several ideas for retention of employees that would not include money; which cannot be committed right now until the budget is done. There was discussions on more communications between the department heads and their home committees. Lately, there have been discussions of the board members stopping in and showing appreciation to employees as well as a possible cook-out prepared by board members between the lunch hours of 11 a.m.-2p.m. Finding ways to retain our young people to stay in the county. They discussed bringing a compensation policy forward for employees who step up and help with positions until they are filled. Discussions on minimalizing the rules in the posting of positions sooner because vacancy cause frustration for departments. The committee will bring back suggestions for a survey from the employees on job retention to get their ideas.

FUTURE AGENDA ITEMS

- Administrative Manual
- Policies & Procedures
- Personnel Survey
- Next meeting dates: August 10, 2022 at 5:00 p.m. and September 22, 2022 at 4:30 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 11:03 a.m.