

PERSONNEL COMMITTEE MINUTES

COMMITTEE: JOINT PERSONNEL/AGING/SOCIAL SERVICES
DATE: DECEMBER 12, 2022
TIME: 4:30 P.M.
PLACE: FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairperson Anderson called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Anderson, Black, Campbell, Chaney, Dailey, Goode, Lukas

Absent: Berg, Karl, Landru, Miller

Others Present: Nora Matuszewski, Cindy Gretzinger, Bill Anderson, Kathy Fohrman, Alex Walrath

APPROVE AGENDA

Motion by Goode, second by Lukas to approve the agenda as presented, with possible order of closed session items at the chair discretion. All present voting (AYE). Motion carried.

APPROVE MINUTES FROM THE NOVEMBER 21, 2022 PERSONNEL MEETING

Motion by Dailey to approve the minutes from the November 21, 2022 Personnel meeting, second by Chaney. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

DISCUSSION ON PAYROLL SOFTWARE; POSSIBLE ACTION TO FORWARD TO FINANCE

Motion by Lukas, second by Chaney to purchase the payroll software (Workhorse); initial program for \$3,000, with implementation to start in two offices and the first \$1,200 annual maintenance, forward to Finance for approval. All present voting (AYE). Motion carried.

RESIGNATION LETTER A. MAY (DSS/COA CLERK); DISCUSSION AND POSSIBLE ACCEPTANCE OF RESIGNATION AND POSTING OF POSITION

Motion by Goode, second by Black to accept the resignation of A. May as of December 12th, re-post position immediately. All present voting (AYE). Motion carried.

DISCUSSION ON EXTENDING MOU THROUGH MARCH 31, 2023 WITH ANN PRICE/CONSULTANT FOR PLAN REVIEWS FOR THE HEALTH DEPARTMENT AT THE SAME HOURLY RATE (EXTENSION IS FOR ONE (1) MONTH PAST CURRENT CONTRACT) AS SUPPORTED BY THE BOARD OF HEALTH; POSSIBLE ACTION

Motion by Dailey, second by Campbell to approve the existing contract with Ann Price through March 31st, 2023 with grant funding. All present voting (AYE). Motion carried.

DISCUSSION ON EXTENDING MOU WITH INTERIM HEALTH OFFICER (ANNETTE SEIBOLD) FOR THE HEALTH DEPARTMENT AT SAME RATE (EXTENSION IS TWO (2)

WEEKS PAST CURRENT CONTRACT) AS SUPPORTED BY THE BOARD OF HEALTH;
POSSIBLE ACTION

Motion by Goode, second by Dailey to extend the MOU with interim health officer for two weeks past the current contract, at the same rate. All present voting (AYE). Motion carried.

DISCUSSION ON INCREASING SOCIAL SERVICES AID – M. ROSIO TO 40-HOURS PER WEEK; POSSIBLE ACTION

Motion by Lukas, second by Campbell to increase M. Rosio hours to 40-hours per week, starting tomorrow, December 13th, 2023; to be reviewed upon the department being fully staffed. All present voting (AYE). Motion carried.

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:

- Highway Employees – Wage discussion
- Forestry Employees – Boot allowance
- Fiscal Position – Testing evaluation – re-posting of position
- Sheriff Department – Employee sick leave bank for incoming Sheriff
- Emergency Management Employee – Investigation/discipline

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

- Motion by Goode, second by Chaney to approve the two (2) new employees at the Highway Department the full wage, current payroll already calculated at the 10% less, they will be back-paid at the next payroll. All present voting (AYE). Motion carried.
- Motion by Chaney, second by Campbell to approve the boot allowance for two (2) employees, for \$100.00, forward to full county board for handbook update. All present voting (AYE). Motion carried.
- Motion by Goode, second by Chaney to re-post the Fiscal position with appropriate testing. All present voting (AYE). Motion carried.
- Motion by Lukas, second by Dailey to bank the incoming Sheriff’s sick leave at current wage until retirement. All present voting (AYE) (7); Abstain (1), Anderson. Motion carried.
- Motion by Goode, second by Chaney to suspend S. Statezny without pay for eight (8) days, commencing immediately; leaving truck and radios- three (3) to be de-programmed of the law enforcement frequency. All present voting (AYE). Motion carried.

DISCUSSION ON DISTRIBUTION ON HAMS TO EMPLOYEES

Hams will be picked up tomorrow and distributed by Chaney, Gretzinger and Campbell outside of the Maintenance entrance between the hours of 9:00 am and 11:00 am.

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DISCUSSION AND POSSIBLE ACTION ON SETTING CHRISTMAS HOLIDAY HOURS FOR 2023

Motion by Dailey, second by Campbell to approve the Christmas Eve and Christmas Day paid Holidays for 2023 to be Friday, December 22nd and Monday, December 25th. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS

- New Employee Wage Structure – 10% vs. 5% beginning wage reduction
- Locking of doors after committee meetings

ADJOURNMENT

There being no further business, motion by Goode to adjourn, second by Dailey. All present voting (AYE). Motion carried. Meeting adjourned at 7:40 p.m.