

## PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL  
DATE: JUNE 14, 2023  
TIME: 1:00 P.M.  
PLACE: FOREST COUNTY BOARDROOM

### CALL TO ORDER

Anderson called the meeting to order at 1:00 p.m. and read the agenda.

### ROLL CALL

Present: Anderson, Chaney, Goode, Gretzinger, Lukas, Skallerud

Absent: Landru & Dailey

Others Present: Nora Matuszewski, Shannon Boney, Bill Anderson, Travis Wollenberg, Dave Wiebelhaus, Lynne Black, Christy Conley, Penny Carter, Rob Koplien, Kathy Fohrman, Amy Gatton, Courtney Cleereman, Stephanie Montgomery

### APPROVE AGENDA

Motion by Skallerud, second by Chaney to approve the agenda as presented. All present voting (AYE). Motion carried.

### APPROVE PERSONNEL/SOCIAL SERVICES/FINANCE MINUTES FROM THE JUNE 7, 2023 MEETING

Motion by Chaney, second by Lukas to approve the minutes from the Personnel/Social Services/Finance meeting from June 7, 2023. All present voting (AYE). Motion carried.

### PUBLIC COMMENT

None

### DISCUSSION WITH DEPARTMENT HEADS ON CARLSON DETTMANN WAGE STUDY STRUCTURE ANALYSIS; POSSIBLE ACTION

Anderson made it clear this was brought about to see where we are at in county of our size with the job descriptions.

Motion by Skallerud to combine this item with the closed session, second by Lukas. All present voting (AYE). Motion carried.

### DISCUSSION WITH HEALTH DIRECTOR ON THE PUBLIC HEALTH NURSE POSITION AND POSSIBLE ACTION

Public Health Director (Amy Gatton) asked the committee to move her Nurse Consultant to a part-time Public Health Nurse as they were not getting any applications and she needs a public health nurse; not necessarily full-time.

Motion by Chaney, second by Skallerud to move the Public Health Consultant (K. Kautz) from LTE Nurse Consultant to part-time Public Health Nurse; increase her wage from \$28.00 to \$28.79. 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:

- Discussion on Carlson Dettmann wage study structure; possible action

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

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

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

No Action

#### FUTURE AGENDA ITEMS

- Meeting with Department Heads on the Wage Study Structure
- Substitute Driver Commission on Aging
- Meeting set for July 17<sup>th</sup> at 10:00 a.m.

#### ADJOURNMENT

There being no further business, motion by Chaney to adjourn, second by Skallerud. All present voting (AYE). Motion carried. Meeting adjourned at 2:25 p.m.