

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL
DATE: SEPTEMBER 15, 2023
TIME: 10:00 A.M.
PLACE: FOREST COUNTY BOARDROOM

CALL TO ORDER

Gretzinger (Anderson on by phone) called the meeting to order at 10:00 a.m. and read the agenda.

ROLL CALL

Present: Anderson(phone), Chaney, Gretzinger, Goode, Lukas, Skallerud

Absent: Dailey, Landru

Others Present: Nora Matuszewski, Penny Carter, Leon Stenz, Mikayla Weber

APPROVE AGENDA

Motion by Skallerud to amend the agenda to set salaries for W. Massey and T. Short forwarded from Social Services, second by Goode. All present voting (AYE). Motion carried.

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

APPROVE MINUTES FROM THE PERSONNEL/SOCIAL SERVICES MINUTES FROM THE AUGUST 30, 2023 MEETING

Motion by Skallerud, to approve the minutes from the Personnel/Social Services meeting from August 30, 2023, second by Lukas. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

DISCUSSION/ACTION ON JUDGE'S REQUEST FOR TRAINING ASSISTANCE FOR NEW JUDICIAL ASSISTANT POSITION

Motion by Gretzinger to allow Deb Webb to come back two days a week for a month to help with training of the new judicial assistant, paid for out of the Judge's budget; Deb will be paid at the Deputy Clerk of Court full wage, second by Skallerud. 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," this closed session relates to:

- I.M. Employee request for wage increase (J. Boss)
- Wage scale and % of reduction for new employees

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

No Action on first item

Motion by Skallerud to adjust the pay grade on all job descriptions except the Sheriff Department to reflect the top wage as the starting wage, set probation period of 1-year for all newly hired employees, send to full county board in resolution form for update to the handbook, second by Lukas. All present voting (AYE). Motion carried.

DISCUSSION/ACTION OF SETTING STARTING WAGE FOR EMPLOYEES- T. SHORT AND W. MASSEY, RECOMMENDATION OF SOCIAL SERVICES COMMITTEE

Motion by Skallerud to place T. Short and W. Massey at the top wage of the positions, second by Goode. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS

- Interviews – Van/bus driver
- Act 4
- Maintenance Employees
- Next meeting set for September 5, 2023 at 3:00 p.m.

ADJOURNMENT

There being no further business, motion by Chaney to adjourn, second by Skallerud. All present voting (AYE). Motion carried. Meeting adjourned at 10:53 a.m.