

PERSONNEL COMMITTEE MEETING MINUTES

May 13, 2019

9:08 A.M.

County Board Room

*Present: Jim Koca, Mike Kelley, Ray Zipperer, Ed Wafle, Jerry Niles, Tim Cottingham, Roy Granger, Alan Peterson, Lori Chipman, Katie Steinke and Terry Kleifgen, (jointly with Finance, Computer Committee). Also present Dawn Buchholz, Dennis Weiss and Brent Oleson*

1. The Joint meeting between Finance and Personnel was called to order by Personnel Chair Koca and Finance Chair Cottingham at 9:08 a.m.
2. Motion by Kelley, second by Granger to go into closed session pursuant to Wisconsin Stat 19.85(1),(c) Koca-Yes, Kelley-Yes, Wafle-Yes, Zipperer-Yes, Granger-Yes, Niles-Yes, Cottingham-Yes. Carried.  
Motion by Granger, second by Kelley to go into open session Koca-Yes, Kelley-Yes, Wafle-Yes, Zipperer-Yes, Granger-Yes, Niles-Yes, Cottingham-Yes. Carried.
3. Motion by Cottingham, second by Kelley to approve taking a resolution to County Board eliminating the Support Services Manager, Grade 20 position and creating a Deputy Director in DHS, Grade 29. Motion Carried
4. Motion by Niles, second by Zipperer to approve taking a resolution to County Board to eliminate a Receptionist position Grade 4 in DHS and create an Administrative Support Specialist position Grade 7. Motion Carried.
5. Motion by Granger, second by Niles to approve taking a resolution to County Board to eliminate one of the Limited Term Employee positions at the Landfill and create a part time 35% pro-rated Recycling Center Coordinator position, Grade 2. Motion Carried.
6. Motion by Zipperer, second by Cottingham to keep Compensatory time for Public Works at the 120 hours maximum as stated in Resolution 19-15. 5 ayes, 2 nay Motion Carried.
7. Motion by Granger, second by Zipperer to approve taking a resolution to County Board to eliminate one Lieutenant, Grade 22 and create Captain Grade 25 position. Motion Carried.  
**Finance and Personnel Committee's went on to their individual meetings at this time. Present for Personnel: Mike Kelley, Jim Koca, Ray Zipperer, Ed Wafle, Terry Kleifgen, Al Manna and Dawn Buchholz.**
8. Motion by Wafle, second by Kelley to approve May 7, 2019 minutes as written. Motion Carried.
9. D. Buchholz met with the Personnel Committee to request refilling the Economic Support Program Manager position within her department due to retirement. Motion by Zipperer, second by Kelley to approve taking the request to County Board for approval. Motion Carried.
10. D. Buchholz met with the Personnel Committee to request refilling the Consumer Support Program Case Manager position within her department due to resignation. Motion by Kelley, second by Wafle to approve taking the request to County Board for approval. Motion Carried.
11. A. Manna met with Personnel to discuss filling the Custodian I position due to resignation. Motion by Kelley, second by Zipperer to approve taking the request to County Board for approval to advertise and fill position. Motion Carried.
12. Motion by Zipperer, seconded by Wafle to approve the vouchers presented. Motion Carried
13. Next meeting will be June 10, 2019 after Executive Committee.
14. Motion to adjourn by Zipperer, second by Kelley. Adjourned

Respectfully submitted,  
Terry Kleifgen, H. R. Director