

PERSONNEL COMMITTEE MEETING MINUTES

June 10, 2019

9:00 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, Becky Dahl and Char Norberg*

1. The Joint meeting between Finance and Personnel was called to order by Personnel Chair Koca and Finance Chair Cottingham at 9:00 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 Kelley, second by Wafle to go into open session Koca-Yes, Kelley-Yes, Wafle-Yes, Zipperer-Yes, Granger-Yes, Niles-Yes, Cottingham-Yes. Carried.
3. Motion by Wafle, second by Kelley to approve taking a resolution to County Board to approve with the two positions becoming vacant changing the two Secretary II position in the ADRC from Secretary II to ADRC Clerk Grade 6 and the other Secretary II to Senior Nutrition Program Coordinator position Grade 7 the cost would be an additional \$3,500 for 2019. Roll call vote 1 aye and 6 nays. Motion denied.
4. Motion by Kelley, second by Niles to approve taking the request to refill two Secretary II positions in the ADRC to County Board for approval. Motion Carried
5. Motion by Granger, second by Zipperer to approve taking a resolution to County Board to change the part-time (85%) position in Adult Protective Services (APS) to full-time (100%) with the funds for the additional 8 hours coming from not filling the Limited Term 20 hour a week position for APS for 2019. 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 and Dawn Buchholz.**
6. Motion by Wafle, second by Kelley to approve May 13, 2019 minutes as handed out. Motion Carried.
7. D. Buchholz met with the Personnel Committee to request refilling a Comprehensive Community Support (CCS) Facilitator position and an Out Patient Clinician position due to resignations. Motion by Kelley, second by Wafle to approve taking the request to County Board for approval. Motion Carried.
8. Motion by Wafle, seconded by Kelley to approve the updated Public Works Commissioners job description and taking the request to refill the position to County Board for approval. Motion Carried
9. No vouchers to approve at this time.
10. Motion by Kelley, second by Wafle to go into closed session pursuant to Wisconsin Stat 19.85(1),(c) Koca-Yes, Kelley-Yes, Wafle-Yes, Zipperer-Yes. Motion Carried.  
Motion by Kelley, second by Zipperer to go into open session Koca-Yes, Kelley-Yes, Wafle-Yes, Zipperer-Yes. Motion Carried.
11. Next meeting will be July 8, 2019 after Executive Committee.
12. Motion to adjourn by Kelley, second by Wafle. Adjourned

Respectfully submitted,  
Terry Kleifgen, H. R. Director