

PERSONNEL COMMITTEE MEETING MINUTES

May 7, 2018

10:00 A.M.

County Board Room

Present: James Koca, Ed Wafle, Mike Kelley, Ray Zipperer, Alan Peterson, Terry Kleifgen, Judge Elect Smith, Scott Ethun, Penny Janecek, JoAnn Geiger, Dennis Weiss and Becky Dahl

1. Meeting was called to order by Chair Koca.
2. Motion by Kelley, second by Zipperer to approve April 9, 2018 minutes as written. Motion Carried.
3. Judge Elect Smith met with the Committee to discuss hiring his new Judicial Assistant (J.A.) at a higher step due to education and experience. Motion by Kelley, second by Zipperer to approve hiring the new J.A. at a grade 7 step 6 but a step increase will not occur until the one year anniversary with a satisfactory evaluation. Motion Carried.
4. JoAnn Geiger, Behavioral Health Manager met with the Personnel Committee to discuss difficulty hiring a dually certified Out Patient Clinician III. JoAnn is requesting to advertise instead for an Out Patient Clinician II and give them the opportunity for the additional certification. Motion by Zipperer, second by Wafle to approve advertising for an Out Patient Clinician II and changing to an Outpatient Clinician III once qualified. Motion Carried
5. Scott Ethun, DHS Director and Penny Janecek met with the Personnel Committee to discuss the 55 plus program. Motion by Kelley, second by Wafle to approve taking a resolution to County Board for the 55 plus program. Motion Carried
6. Dennis Weiss met with the Personnel Committee to discuss refilling two Equipment Operator positions do to internal promotion and resignation. Motion by Wafle, second by Zipperer to approve taking the positions to County Board to be filled. Motion Carried.
7. Becky Dahl, Regional ADRC Director met with the Personnel Committee to discuss hiring a new position, Dementia Care Specialist grade 18/1. This position is fully funded by the Regional ADRC but is considered a Juneau County Employee. Motion by Wafle, second by Zipperer to approve taking a Resolution to County Board for the position provided it has a sunset clause stipulating that if the funding ends so does the position. Motion Carried.
8. Motion by Wafle, second by Zipperer to approve the vouchers presented. Motion Carried
9. Next meeting will be June 11, 2018 about 9:15 following the Executive Committee.
10. Motion to adjourn by Kelley, second by Wafle. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director