

PERSONNEL COMMITTEE MEETING MINUTES

January 13, 2020

8:40 A.M.

County Board Room

*Present: Jim Koca, Ray Zipperer, Mike Kelley, Jerry Niles, Tim Cottingham, Roy Granger, Alan Peterson, Lynn Willard, David Lasker, Terri Treptow and Terry Kleifgen. Also Chris Woggon, Jessica Schroeder of AEGIS Corporation Risk Manager. Ed Wafle arrived at 9:39 a.m.*

1. The joint meeting between Executive and Personnel was called to order by Personnel Chair Koca, Executive meeting already in session 8:40 a.m.
2. Motion by Peterson, second by Willard to go into closed session pursuant to Wisconsin Stat 19.85(1),(c) Koca-Yes, Peterson-Yes, Willard-Yes, Kelley-Yes, Zipperer-Yes. Wafle absent. Motion Carried
3. Motion by Willard, second by Kelley to go into open session Koca-Yes, Peterson-Yes, Willard-Yes, Kelley-Yes, Zipperer-Yes. Wafle absent. Motion Carried.

**Executive adjourned.**

4. Motion by Zipperer, second by Koca to approve December 9, 2019 minutes as written. Motion Carried.
5. Corporation Counsel David Lasker and Amanda Dederich, Health Officer met with Personnel to recommend changes to the 11.5 of the Personnel Policy Nonsmoking Policies/Designated Areas. Motion by Zipperer, second by Kelley to approve taking a resolution with the amended language to County Board for approval. Motion Carried.
6. Personnel Director discussed a change to 3.1 in the Personnel Policy requested by the Public Works Director Travis Schultz where it references the probationary period for internal transfers. Motion by Koca, second by Kelley to approve changing the duration of internal transfers within the Highway Department from 240 hours to 160 hours. Motion Carried.
7. Updated the Personnel Committee on recent claim.
8. Next meeting will be February 10, 2020 after Executive Committee.
9. Motion to adjourn by Zipperer, second by Wafle. Adjourned

Respectfully submitted,  
Terry Kleifgen, H. R. Director