

PERSONNEL COMMITTEE MEETING MINUTES

December 7, 2020

855 A.M.

County Board Room

Present: Ray Zipperer, Mike Kelley, Jim Ryczek, Jim Parrett, Ed Wafle, Allan Peterson, Lynn Willard and Terry Kleifgen. Amanda Dederich, Dawn Buchholz, Travis Schultz, Gary Pedersen and John Grothjan also present.

1. Meeting called to order by Chair Zipperer at 8:55 a.m.
2. Motion by Kelley, second by Parrett to approve October 26, minutes as written. Motion Carried
3. Kleifgen requested an extension of vacation for Ann Koziol June of an additional 8.07 hours above the 40 hour carryover that is allowed. Motion by Kelley, second by Parrett to approve the one time carryover of the 8.07 hours. Motion Carried.
4. T. Schultz requested being able to refill a Highway Maintenance Worker position due to a resignation of N. Laack. Motion by Parrett, second by Ryczek to approve taking the position to County Board to be refilled. Motion Carried.
5. Capt. Pedersen met with Committee to request refilling a deputy position due to resignation of L. Skeens. Motion by Parrett second by Wafle to approve taking the position to County Board to be refilled. Motion Carried.
6. Capt. Pedersen also requested the Committee approve refilling a Telecommunicator position due to resignation of K. Ramirez. Motion by Kelley second by Parrett to approve taking the position to County Board to be refilled. Motion Carried.
7. J. Grothjan requested of the Committee that the position of Regional Dementia Care Specialist be approved to be refilled due to promotion. Motion by Ryczek, second by Parrett to approve taking the position to County Board to be refilled. Motion Carried.
8. A. Dederich requested of the Committee that the position of Secretary II in Public Health be approved to be refilled due to resignation of J. Bennett. Motion by Kelley, second by Parrett to approve taking the position to County Board to be refilled. Motion Carried.
9. D. Buchholz requested of the Committee that the position of Community Support Program Therapist be approved to be refilled due to retirement of J. Bronson. Motion by Ryczek, second by Wafle to approve taking the position to County Board to be refilled. Motion Carried.
10. Discussion on revision of the Veterans Benefit Specialist job description and approval of change in retirement effective date. Motion by Kelley, second by Parrett to approve the updated the change in retirement date of the Veterans Benefit Specialist. Motion Carried. Motion by Parrett, second by Wafle to approve updated job description. Motion Carried.
11. Discussed the Reopening Guide, there was a great deal of discussion regarding preventing the spread of COVID-19. Health Officer updated the committee on where the County stands. There was a great deal of discussion and questions. Motion by Zipperer, second by Wafle to add to the County Board agenda in December the question on buildings continuing to remain locked. Motion Carried.
12. Kleifgen introduced to the Committee a proposal for a new dental plan for employees to replace the current plan and the addition of a vision plan, both will remain 100% employee paid. Motion by Parrett, second by Ryczek to approve taking a resolution to County Board

changing the Dental plan and adding a vision plan both will have the option of employee, employee plus 1 or family plan.

13. Items discussed to determine if they should be agenda items, one item being referred to Corporation Counsel for a decision. Item requested for January agenda is bringing employees back to the offices.

14. Next meeting January 11, 2021 immediately following Executive.

15. Motion to adjourn by Parrett, second by Waffle. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director