

PERSONNEL COMMITTEE MEETING MINUTES

January 11, 2021

9:15 A.M.

County Board Room

Present: Ray Zipperer, Mike Kelley, Jim Parrett, Ed Wafle and Terry Kleifgen, Jim Ryczek absent. Dawn Buchholz, Maryjo Onsager, Staci Glynn and Kevin Lunog also present.

1. Meeting called to order by Chair Zipperer at 9:15 a.m.
2. Motion by Parrett, second by Kelley to approve December 7, 2020, minutes as written. Motion Carried
3. Ad-Hoc Committee reviewed with Personnel Committee the employee survey that was taken this past fall, it was discussed in length. Committee will review the survey.
4. Motion by Parrett, second by Kelley to approve the two additional Highway Maintenance Workers positions that were added on the County Board floor to be refilled. Motion Carried.
5. Motion by Parrett second by Wafle to approve the Drug Court Coordinator position that was added on County Board floor to be refilled. Motion Carried.
6. Discussion about revisions to Chapters in the Personnel Policy, discussion will be brought back in February after the reclass portion changes in the policy are reviewed at the Department Head meeting on January 26, 2021.
7. Executive Committee approved a change to the job description Duplicating Technician/Clerk to County Clerk/Treasurer Attendant deleting and creating functions to make the position more efficient, position grade remains the same. Motion by Parrett, second by Wafle to approve the change. Motion Carried.
8. Discussed the Reopening Guide, discussion centered on the vaccine and being able to reopen. At this time there is no clear time table on when the vaccine will be available for all so at this time the guide remains unchanged.
9. Next meeting February 8, 2021 immediately following Executive.
10. Motion to adjourn by Parrett, second by Wafle. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director