

PERSONNEL COMMITTEE MEETING MINUTES

March 8, 2021

8:51A.M.

County Board Room

Present: Mike Kelley, Jim Parrett, Ed Wafle, James Ryczek, and Terry Kleifgen. Dawn Buchholz, Amanda Dederich also present. Ray Zipperer absent

1. Meeting called to order by Kelley at 8:51 a.m.
2. Motion by Parrett, second by Wafle to approve to approve the February 8, 2021 minutes as written. Motion Carried. Ryczek, Zipperer absent.
3. Motion by Parrett, second by Wafle to go into closed session pursuant to ss. 19.85(1) (c) & (g), Wis. Stats Employment discussion, conferring with legal counsel. Kelley Yes, Parrett Yes, Wafle Yes. Motion Carried. Ryczek, Zipperer absent.
Motion by Kelley, second by Parrett to go into open session. Kelley Yes, Parrett Yes, Wafle Yes. Motion Carried. Ryczek, Zipperer absent.
4. Motion by Wafle, second by Parrett to approve the C.N. settlement agreement. Motion Carried. Ryczek, Zipperer absent.
5. D. Buchholz discussed with the Committee refilling a Therapist position due to resignation. Motion by Parrett second by Wafle to approve the Therapist position be taken to County Board to be refilled. Motion Carried. Ryczek, Zipperer absent.
6. A. Dederich requested a Public Health Nurse position be refilled due to resignation. Motion by Parrett second by Kelley to approve taking the PHN position to County Board to be refilled. Motion Carried. Ryczek, Zipperer absent.
7. H.R. Director in the absence of G. Laack ADRC Director requested the Committee approve refilling the Mauston Meal Site Manager position due to promotion. Motion by Parrett, second by Wafle to approve taking the position to County Board to be refilled. Motion Carried. Ryczek, Zipperer absent.
8. Discussed the Reopening Guide, Motion by Wafle, second by Parrett to approve D. Buchholz notice to DHS staff that as of April 1, 2021 staff will be back in the office instead of working from home, also approving notification to Maintenance requesting water fountains in employee areas of the services building be turned back on as of the same date. Motion Carried. Zipperer Absent.
9. Discussed several items: Language in the Personnel Policy as it relates to part-time employees in two sections to determine if the language contradicted, it was agreed that language should remain as is. Committee indicated having reviewed the Ad-Hoc Survey presented at a previous meeting. Informed of changes with AEGIS. Discussed vacation accrual changes for employees that were considered full-time but worked less than full-time status.
10. Next meeting April 12, 2021 immediately following Executive.
11. Motion to adjourn by Parrett, second by Ryczek. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director