

PERSONNEL COMMITTEE MEETING MINUTES

April 12, 2021

8:56A.M.

County Board Room

Present: Ray Zipperer, Mike Kelley, Jim Parrett, Ed Wafle, James Ryczek, Lynn Willard, John Wenum and Terry Kleifgen. Amanda Dederich, Travis Schultz, Al Manna also present.

1. Meeting called to order by Zipperer at 8:56 a.m. jointly with the Finance/Computer Committee present were Tim Cottingham, Jerry Niles, Roy Granger, Lori Chipman and Katie Steinke.
2. T. Schultz Public Works Director explained that the individual that was the Lead Mechanic signed into a Patrol Position, since the position is now vacant he would like to instead create a Shop Supervisor salaried position and advertise the position. Motion by Granger, second by Kelley to take the position change resolution to County Board in April. Zipperer -Y, Kelley -Y, Parrett -Y, Wafle -Y, Ryczek -Y, Cottingham -Y, Granger -Y, Niles -Y. Motion Carried.
Personnel Committee Meeting only
3. T. Schultz requested of the Personnel Committee an extension of 68 hours over his 40 hour vacation carry over. Motion by Kelley, second by Parrett to approve the one time extension provided the 68 hours is used by the end of May 2021. Motion Carried
4. Motion by Parrett, second by Wafle to approve March 8, 2021 minutes as written. Motion Carried.
5. Sheriff Oleson requested the Committee approve refilling a Deputy position due to resignation. Motion by Kelley, second by Wafle to approve sending the position to County Board to be refilled. Motion Carried.
6. Sheriff Oleson requested combining two LTE positions to one Court Security/Transport Driver due to the retirement of Court Security and the need of a transport driver. Motion by Parrett second by Ryczek to approve filling the updated position. Motion Carried.
7. A. Manna requested a Custodian position be refilled due to a possible resignation. Item was tabled until further notice.
7. A. Dederich requested payouts of vacation not used by Covid response staff due to not being able to use their time because of the pandemic. After a great deal of discussion a Motion was made by Kelley and seconded by Parrett to approve a one-time payout for T. Sullivan of hours over the 40 hour carryover not utilized after her anniversary date and if necessary an extension of vacation for others as needed on the Covid response team. Motion Carried.
8. Discussed the Reopening Guide, discussion regarding Executive approving all water fountains be turned back on, DHS Staff is now working from offices instead of from home.
9. Discussed several items: Committee determined that one item discussed should be on the May agenda for further discussion with possible motions made.
10. Next meeting May10, 2021 immediately following Executive.
11. Motion to adjourn by Parrett, second by Ryczek. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director