

PERSONNEL COMMITTEE MEETING MINUTES

June 7, 2021

9:00A.M.

County Board Room

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

1. Meeting called to order by Zipperer at 9:00 a.m.
2. Motion by Parrett, second by Kelley to approve May 10, 2021 minutes as written. Motion Carried. Ryczek absent.
3. Capt. Beier met with Personnel Committee to request approval to refill the Jail Therapist position due to resignation and a Deputy position due to retirement. Motion by Kelley, second by Parrett to approve taking both positions to County Board. Motion Carried. Ryczek absent.
4. A. Dederich met with committee to request to refill the Public Health Technician position as the current individual resigned. Motion by Parrett, second by Wafle to approve taking the position to County Board. Motion Carried. Ryczek absent.
Amanda also requested to refill the Community Health Educator – Youth Engagement position due to resignation. Motion by Parrett, second by Kelley to approve taking the positions to County Board. Motion Carried. Ryczek absent.
5. D. Buchholz provided further information with regard to the employee paid massage therapist on site for employees to utilize on breaks/lunches. Motion by Parrett, second by Kelley to approve a trial period, Buchholz will reach out to area therapists. Motion Carried. Ryczek absent.
6. D. Buchholz requested approval to refill the Community Support Program Manager position due to promotion. Motion by Kelley, second by Parrett taking the position to County Board. Motion Carried. Ryczek absent.
7. D. Buchholz requested a reclassification for 2022 of Family Support Workers from a Grade 4 to a Grade 8, the Committee discussed the positions and reviewed the work that done in the role. Motion by Kelley, second by Parrett to approve taking to County Board in July the reclass for Family Support Workers moving from a Grade 4 to a Grade 6 in a step that allows at least a .25 increase beginning in 2022 if approved in the budget. Motion Carried. Ryczek absent.
D. Buchholz requested a reclassification for 2022 of the Financial Clerk in Child Support from a Grade 6 to a Grade 7, the job description changes were reviewed and other positions with similar job duties were discussed. Motion by Kelley, second by Zipperer to deny the request. Motion Carried. Ryczek absent.
D. Buchholz also requested that job descriptions for Human Services Workers allow an increase for individuals that acquire a Masters from a Grade 17 to a Grade 20. Motion by Kelley, second by Zipperer to approve taking to County Board the change to take effect in the 2022 budget if approved during the budget process. Motion Carried. Ryczek absent.
D. Buchholz also discussed on call pay, that is not a discussion for reclasses but a change in the Personnel Policy discussion added to July agenda.
8. Discussed the Reopening Guide and possible changes, decision was made present a resolution to County Board if necessary to eliminate the Reopening Guide, Kleifgen to discuss with Corporation Counsel to determine if needed. Motion by Zipperer, second by

Kelley to eliminate the Reopening Guide. Motion Carried with Parrett abstaining. Ryczek absent.

9. No other matters to discuss at this time.

10. Motion by Parrett, second by Kelley to go into closed session pursuant to 19.85(1)(c) Wis. Stats. For annual evaluation. Zipperer Y, Kelley Y, Wafle, Y, Parrett Y, Ryczek absent.

Motion Carried. Motion by Parrett, second by Wafle to go into open session. Zipperer Y, Kelley Y, Wafle, Y, Parrett Y, Ryczek absent. Motion Carried.

11. Next meeting July 12, 2021 immediately following Executive.

12. Motion to adjourn by Parrett, second by Wafle. Adjourned

Respectfully submitted,
Terry Kleifgen, H. R. Director