

PERSONNEL COMMITTEE MEETING MINUTES

September 13, 2021

8:30A.M.

County Board Room

*Present: Ray Zipperer, Mike Kelley, Ken Schneider, Lynn Willard and Terry Kleifgen. Travis Schultz, Gary Pedersen also present. Jim Ryczek absent*

1. Meeting called to order by Zipperer at 8:34 a.m.  
Meeting jointly with the Finance Committee present Tim Cottingham, Roy Granger, Jerry Niles and James Parrett. Steve Thomas absent to discuss Emergency Management Director Position and Program Specialist position
2. Discussion regarding making the position full time and reducing the Support Staff position to four hours per week. Motion by Niles, second by Kelley to approve taking a resolution to County Board changing the position to full time and reducing the support staff in Emergency Management to four hours per week. Motion Carried. Zipperer and Granger voting No, Ryczek and Thomas absent.
3. G. Laack requested to eliminate a Secretary II position Grade 4 and create a Program Specialist position Grade 9. Motion by Parrett, second by Niles to take a resolution to County Board to eliminate the Secretary II position Grade 4 and create the Program Assistant position Grade 9. Motion Carried. Zipperer and Cottingham voting No, Ryczek and Thomas absent.  
Committees went on to their separate meetings
4. Motion by Schneider, second by Kelley to approve the August 9, 2021 minutes as written. Motion Carried.
5. T. Schultz met with the committee to request filling the Safety/Working Foreman position and a Highway Maintenance position due to resignations. Motion by Schneider, second by Kelley to approve taking the positions to County Board to be filled. Motion Carried.
6. G. Pedersen met with the Committee to request filling a Deputy position and two Telecommunicator positions due to resignations. Motion by Kelley, second by Schneider to approve taking the positions to County Board to be filled. Motion Carried.
7. H.R. Director handed out copies and reviewed the Personnel/Insurance Budget for 2022. Motion by Kelley, second by Schneider to approve the 2022 Personnel/Insurance Budget as presented. Motion Carried.
8. Next meeting October 11, 2021 at 8:30 a.m.
9. Motion to adjourn by Schneider, second by Zipperer at 10:50 a.m... Adjourned

Respectfully submitted,  
Terry Kleifgen, H. R. Director