

PERSONNEL COMMITTEE MEETING MINUTES

January 10, 2022

County Board Room and Room 1

*Present: Ray Zipperer, Jim Ryczek, Ken Schneider, and Terry Kleifgen. D. Buchholz, T. Ennis, L. Lowe also present.*

1. Meeting called to order by Zipperer at 8:32 a.m.  
Meeting jointly with the Finance Committee present Tim Cottingham, Jerry Niles and Steve Thomas, Roy Granger, James Parrett and Lori Chipman present.
2. D. Buchholz Director for DHS discussed changing grade for Family Support Workers from Grade 4 to Grade 7. This was approved by Personnel in May of 2021 but with the reclass freeze the change did not go through the process. Recently a Family Support Worker resigned, with that the Director is hoping these positions could be approved since they did go through the previous process, indicating that the change is not anticipated to add to the tax levy. Further discussion by Cottingham, Zipperer, Parrett, Niles, Firlus and Kleifgen. Motion by Ryczek, second by Niles to approve a resolution going to County Board with the change. Motion Carried.  
**Committees went on to their separate meetings, Personnel to Room 1**
3. Motion by Schneider, second Ryczek by to approve the December 13, 2021 minutes as written. Motion Carried.
4. T. Ennis, Community Health Supervisor informed the Committee the Community Health Educator for the SAFE program has resigned and is requesting the position be refilled. Motion by Ryczek, second by Schneider to approve taking the position to County Board to be refilled. Motion Carried.
5. D. Buchholz met with the Committee to request refilling a CLTS Worker position due to resignation. Motion by Schneider, second by Ryczek to approve taking the position to County Board to be filled. Motion Carried.
6. L. Lowe met with the Committee to request refilling a Court Clerk position due to a promotion of a Clerk to a different department. Motion by Ryczek, second by Schneider to approve taking the position to County Board to be filled pending approval by Governing Committee. Motion Carried.
7. H.R. Director discussed the resolution that was needed for County Board reauthorizing being Self Insured. Discussion by Zipperer, Ryczek. Motion by Schneider, second by Ryczek to approve taking the resolution to County Board. Motion Carried
8. Discussed extension of employees unpaid time off, employee was to return on January 7 and it's now determined it may be March 1, 2022. Motion by Ryczek, second by Schneider to approve allowing Building s and Grounds Committee to determine if the extension be approved. Motion Carried
9. Next meeting February 7, 2022 at 8:30 a.m.
10. Motion to adjourn by Ryczek, second by Schneider. Adjourned

Respectfully submitted, Terry Kleifgen, H. R. Director