

PERSONNEL COMMITTEE MEETING MINUTES

August 8, 2022

Room 1

Present: Zipperer, Ryczek, Kennedy, Kilmer and Kleifgen. Also present Jasinski, Dederich, Grothjan, Laack, Buchholz, Schultz, Oestreich, Senzig, Fritz.

1. Zipperer called meeting to order at 8:30 a.m.
2. Motion by Kennedy, second by Kilmer to approve the minutes of July 25, 2022. Motion Carried.
3. R. Senzig requested the Committee approve his one-time extension of 65.5 hours above the normal 40 hour carryover due to being short staffed in the maintenance department. Motion by Kennedy, second by Ryczek to approve the one time carryover of additional vacation to be used by the end of November. Motion Carried.
S. Fritz requested a payout of 66.5 hours of vacation above the approved 40 hour carryover, indicating he will not be able to use that much time along with his new vacation. Discussion had by Kennedy, Ryczek, Jasinski, Zipperer and Kleifgen. Motion by Kilmer to change time in payroll if possible from sick to vacation for the amount of time necessary, second by Zipperer. Motion Carried
4. J. Grothjan requested approval of a remote access policy for the Regional ADRC staff. Discussion by Zipperer, Jasinski, Kennedy, Ryczek. Motion by Ryczek, second by Kennedy to approve the policy for the Regional ADRC. Motion Carried.
5. T. Schultz requested filling a Mechanic position due to resignation. Motion by Kennedy, second by Zipperer to approve taking the position to County Board to be refilled. Motion Carried.
T. Schultz requested filling a Highway Maintenance position due to retirement. Motion by Kennedy, second by Zipperer to approve taking the position to County Board to be refilled. Motion Carried.
6. A. Dederich requested refilling the CHE-SAFE position due to resignation. Discussion by Dederich, Kennedy, Ryczek, Zipperer, Kilmer. Motion by Kennedy, second by Kilmer to approve taking the position to County Board to be refilled. Motion Carried.
7. D. Buchholz requested refilling one Child Support Specialist position due to promotion. Motion by Kennedy, second by Ryczek to approve taking the position to County Board to be refilled. Motion Carried.
8. D. Buchholz requested refilling one Therapist position due to resignation. Motion by Ryczek, second by Kennedy to approve taking the position to County Board to be refilled. Motion Carried.
9. D. Buchholz discussed three new positions in DHS for the 2023 budget year. New positions are Youth Justice Human Services Worker, Individual Skills Development (ISD) Worker and eliminating a Crisis/APS Worker and create it as a full time position. Position discussions by Kennedy, Zipperer, Ryczek. Motion by Ryczek to take each position as a separate resolution to County Board to be approved to be added to the 2023 budget for approval during the Budget process, second by Kennedy. Motion Carried.
10. D. Buchholz requested the Committee approve a Practicum for a current employee and explained the circumstances and process. Discussion by Kennedy, Ryczek, Zipperer, Kleifgen. Motion by Kennedy, second by Ryczek to approve the Practicum and process. Motion Carried
11. ME Oestreich discussed with the committee a reclass for himself and staff sharing a recent survey by Carlson Dettmann Consulting. The committee indicated it would be added to the September agenda.
12. Next regular meeting September 12, 2022. Motion to adjourn by Kennedy, second by Kilmer. Motion Carried. Ryczek absent. Adjourned

Respectfully submitted, Terry Kleifgen, H. R. Director