

PERSONNEL COMMITTEE MEETING MINUTES

January 9, 2023

County Board Room

Present: Ryczek, Kilmer, Kennedy, Zipperer, Granger, Dannenberg, Thomas, Keichinger, McGinley, Fischer, Zindorf and Cottingham. Also present, Sullivan, Buchholz, Schultz, Thompson and Kleifgen.

1. Zipperer called Personnel meeting to order at 10:32 a.m. Finance Committee already in session
2. Motion by Ryczek, second by Zipperer to go into closed session. Granger Y, Dannenberg Y, Keichinger Y, Thomas N, McGinley Y, Zipperer Y, Kennedy N, Ryczek Y, Kilmer N. Motion Carried closed session.
Motion by Keichinger, second by Granger to go into open session. Granger Y, Dannenberg Y, Keichinger Y, Thomas Y, McGinley Y, Zipperer Y, Kennedy Y, Ryczek Y, Kilmer Y. Motion Carried open session.
3. There was no discussion therefore no motions from closed session.
4. Motion by Ryczek, second by Kennedy to approve minutes of December 12, 2022 meeting as written. Motion Carried.
5. T. Hastings request for additional time off. Motion by Kilmer, second by Ryczek to approve the extension which will be reviewed again in March if needed. Motion Carried.
6. T. Schultz request to refill a Highway Maintenance Worker position due to a resignation. Motion by Kennedy, second by Kilmer to approve taking the position to County Board to be refilled. Motion Carried
7. T. Schultz met with the Committee to request filling one regular part-time and one limited term position at landfill due to resignations. Discussion by all. Motion by Zipperer, second by Ryczek to approve taking the positions to County Board to be refilled. Motion Carried.
8. Clerk of Courts A. Kast requested refilling the Small Claims Clerk position due to her being elected to office beginning January 2023. Motion by Kilmer, second by Ryczek to approve taking the position to County Board to be refilled. Motion Carried
9. D. Buchholz requested permission to refill the Crisis/APS Worker positions due to a resignations, one already approved by the DHS Board and the other will be brought to board soon. Motion by Kennedy, second by Kilmer to approve taking the positions to County Board to be refilled with the one position pending approval by the DHS Board. Motion Carried.
10. D. Buchholz request to refill a CCS Facilitator position and the Lead CCS Facilitator position pending approval by the DHS Board do to a recent resignation. Motion by Kennedy, second by Kilmer. Motion Carried.
11. G. Pedersen met with the Committee to request refilling a deputy and detective position due to resignations as well as indicating wanting approval to refill the vacancy created by the selection of the Undersheriff. That vacancy is unknown at this time. Motion by Kennedy, second by Kilmer to approve taking the vacant positions as well as the vacancy from the selection of Undersheriff to County Board to be refilled. Motion Carried
12. Personnel Committee was presented with the updated Health Officer Position description. Motion by Kennedy, second by Ryczek to approve the job description as updated. Motion Carried.
13. H.R. Director presented resolutions to the Committee for approval to take to County Board. Resolution honoring employees for years of service and a resolution to continue self-insurance for workers compensation. Motion by Ryczek, second by Kennedy to approve taking the resolutions to County Board for approval. Motion Carried
14. Next meeting scheduled for February 9, 2023 at 8:30 a.m. in Room 1. Motion to adjourn by Kennedy, second by Kilmer. Motion Carried. Adjourned

Respectfully submitted, Terry Kleifgen, H. R. Director