



**PERSONNEL COMMITTEE
Tuesday, March 12, 2019 at 10:30am
MINUTES**

The Personnel Committee meeting was called to order by Chairperson, Will Beitlich at 10:30am on Tuesday, March 12, 2019 in the Courthouse Conference Room 101.

Members Present: Chairman Will Beitlich, Mary Bringe (via telephone), David Strudthoff, Alycann Taylor, Lorn Goede (arrived at 10:35 a.m.)

Members Absent: None

Others in Attendance: Serena Inman, Tanya Forkash, Dennis Brault, Brandon Larson, Konna Spaeth, Rachel Hanson, Nikki Swayne.

1. Call to Order
Beitlich called the meeting to order at 10:30 am.
2. Affirmation of Proper Public Notice of meeting
Affirmed.
3. Audience to Visitors
4. A motion was made to approve the minutes from February 19, 2019 by Strudthoff, and a second by Bringe. Roll call vote – Strudthoff, Bringe, Beitlich, Taylor all yes. All ayes, motion carried. Goede joined meeting at 10:35 a.m.
5. A motion was made by Taylor to approve vouchers for February, second by Strudthoff. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried.
6. Review of Policy 409 - Emergency Closings – Serena Inman: The wording for Policy 409, Section 2 was reviewed and discussed. It was decided that an addition will be made, (Section 2.2), to include text relating to Department Heads determining which, if any, personnel are considered essential in an emergency closing situation. No action taken. Will add to April 9, 2019 Personnel Committee agenda.
7. Discussion and possible action on Personnel Administrative Assistant position – *The Chair may entertain a motion to enter into closed session pursuant to Wis. Statutes, Section 19.85 (1) & (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction*



or exercises responsibility." A motion was made by Goede to enter into closed session, second by Strudthoff. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried. A motion was made to enter into open session by Bringe, second by Goede. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried.

- a. A motion was made by Taylor to extend Personnel Administrative Assistant hours from 20 to 25, second by Bringe. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried.
8. Review of Sick Time Payout for Elected Officials – *The Chair may entertain a motion to enter into closed session pursuant to Wis. Statutes, Section 19.85 (1) (c) & (e) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."* A motion was made by Strudthoff to enter into closed session, second by Bringe. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried. A motion was made to enter into open session by Strudthoff, second by Bringe. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried.
 - a. No action taken.
9. Director's Report – Serena Inman
 - a. Review of current job postings. Online postings, (Indeed, Facebook), are performing well and receiving a lot of feedback.
 - b. Benefits are coming together and getting on the right track.
10. Discussion of Agenda items for next meeting: Policy 409 – Section 2.2
11. Confirmation of next meeting date: April 9, 2019 at 10:30 a.m. in the County Board Room – Courthouse Annex.
12. Adjourn Meeting: a motion to adjourn meeting was made Strudthoff, second by Taylor. Roll call vote – Strudthoff, Bringe, Beitlich, Goede, Taylor all yes. All ayes, motion carried.

Minutes respectfully submitted by Tanya Forkash, Personnel Administrative Assistant