



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

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

Members Present: Will Beitlich, David Strudthoff, Mary Bringe, Alycann Taylor and Lorn Goede

Members Absent: None

Others in Attendance: Serena Inman, Tanya Forkash, David Eggen and Gail Mueller

1. Call to Order
Beitlich called the meeting to order at 10:35 am.
2. Affirmation of Proper Public Notice of meeting
Affirmed.
3. Audience to Visitors
4. A motion was made to approve the minutes from August 13, 2019 by Goede, and a second by Bringe. All ayes, motion carried.
5. A motion was made by Taylor to approve vouchers for September second by Strudthoff. All ayes, motion carried.
6. Discuss Health Insurance increase for 2020:
A motion was made by Strudthoff to approve the Health Insurance renewal with a 2% increase in premiums, second by Bringe. All ayes, motion carried.
7. Review and take Action on Resolution to Add Veterans Program Assistant Position:
No action taken as resolution was not approved by Veterans Home Committee.
8. Director's Report – Serena Inman
 - a. Update on office move: May move sooner than anticipated – perhaps later this month.
 - b. Recruiting update:
Sheriff's Office – Part time Dispatch and Patrol



- Full time Correction Officer
- Vernon Manor – Full time C.N.A.
- Part time/on call C.N.A., R.N., L.P.N.,
- Part time Cook and Dietary Aide
- Land and Water – LTE Watershed Planner (Grant funded, shared with Valley Stewardship Network) will end in 2022
- c. Working on creating Organizational Charts for all departments to include all positions, (open and filled), and their funding source.

9. Personnel Department Head Performance Evaluation – *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 Bringe. All ayes, motion carried. A motion was made to enter into open session by Strudthoff, second by Taylor. All ayes, motion carried.
10. Discussion of Agenda Items for next meeting: Department Head Performance Evaluation.
11. Confirmation of Next Meeting Date: October 8, 2019 at 10:30a.m.
12. Adjourn Meeting: a motion to adjourn meeting at 11:02a.m. was made Bringe, second by Strudthoff. All ayes, motion carried.

Minutes respectfully submitted by Tanya Forkash, Personnel Assistant