



**PERSONNEL COMMITTEE
Tuesday, October 8, 2019 at 10:30am
MINUTES**

The Personnel Committee meeting was called to order by Chairperson, Will Beitlich at 10:32am on Tuesday, October 8, 2019 in the Courthouse Conference Room 102.

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

Members Absent: None

Others in Attendance: Serena Inman, Tanya Forkash, Eric Evenstad, Roger Call and David Eggen.

1. Call to Order
Beitlich called the meeting to order at 10:32 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 19, 2019, September 10, 2019 and September 26, 2019 by Bringe, and a second by Strudthoff. All ayes, motion carried.
5. A motion was made by Taylor to approve vouchers for September second by Goede. All ayes, motion carried.
6. Discuss ELB for terming employees – option to pay into deferred compensation plan: Inman discussed adding the option for terming employees to transfer sick/vacation time into deferred compensation plans. Inman will draft a policy to present to the board.
7. Discuss Open Enrollment for Benefits for the 2020 plan year: Open Enrollment dates are set for employees for October 28th through November 8th.
8. Director's Report – Serena Inman
 - a. Update on office move: Move should be happening end of this week, early next week.
 - b. Recruiting update:
Sheriff's Office – Part time Dispatch and Patrol
On-Call Correction Officer



Vernon Manor – Full time Social Worker, RN/LPN
Part time/on-call C.N.A., R.N., L.P.N., Cook, Dietary Aide,
Laundry/Housekeeping
Highway – Section Patrol Worker, (ends today)
ADRC – Meal Hauler

9. Personnel investigation regarding potential misconduct of Human Services Department employee(s): *The Chair may entertain a motion to enter into a closed session, pursuant to Wisconsin Statutes 19.85 (1) (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.* A motion was made by Bringe to enter into closed session, second by Goede. All ayes, motion carried. A motion was made to enter into open session by Strudthoff, second by Goede. All ayes, motion carried.

10. 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 Taylor. All ayes, motion carried. A motion was made to enter into open session by Bringe, second by Goede. All ayes, motion carried.

11. Discussion of Agenda Items for next meeting: Discuss and possibly take action on ELB for terming employees – option to pay into deferred compensation plan.

12. Confirmation of Next Meeting Date: November 12, 2019 at 10:30a.m.

13. Adjourn Meeting: a motion to adjourn meeting at 12:20p.m. was made Taylor, second by Bringe. All ayes, motion carried.

Minutes respectfully submitted by Tanya Forkash, Personnel Assistant