



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

The Personnel Committee meeting was called to order by Co-Chairperson, Mary Bringe at 10:31am on Tuesday, November 12, 2019 in the Courthouse Conference Room 101.

Members Present: David Strudthoff, Mary Bringe, Alycann Taylor and Lorn Goede (arrived at 10:37am)

Members Absent: Will Beitlich

Others in Attendance: Serena Inman, Tanya Forkash, Phil Hewitt and Timothy Gaskell.

1. Call to Order
Bringe called the meeting to order at 10:31 am.
2. Affirmation of Proper Public Notice of meeting
Affirmed.
3. Audience to Visitors
4. A motion was made to approve the minutes from October 8, 2019 by Taylor, and a second by Strudthoff. All ayes, motion carried.
5. A motion was made by Strudthoff to approve vouchers for October second by Taylor. All ayes, motion carried.
6. Discuss and take action on District Attorney Request to Add Administrative Assistant position hours:
A motion was made by Strudthoff to accept the Administrative Assistant position subject to Finance Committee approval, second by Taylor. Strudthoff, Taylor Aye. Goede, Bringe Nay, motion failed.
A motion was made by Taylor to table the request until December meeting and ask the District Attorney to provide additional information, second by Goede. All ayes, motion carried.
7. Discuss and take possible action on policy for ELB for terming employees for option to pay into deferred compensation plan:
No action taken. Inman will present Policy wording for the next meeting.
8. Director's Report – Serena Inman
 - a. Update on new office:



- Door between offices has been installed
 - Looking into installing Panic Buttons
 - Options for soundproofing office
- b. The Open Enrollment period has ended. It went well and now data is being entered and updated
- c. Governor Evers signed bill to ensure continuing healthcare coverage for the families of fallen heroes
9. Review Highway Employee PTO payout request: *The Chair may entertain a motion to enter into a closed session, pursuant to Wisconsin Statutes 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 to enter into closed session, all ayes, motion carried. A motion was made to enter into open session by Goede, second by Strudthoff. All ayes, motion carried. Motion made by Taylor that due to possible restructuring of various positions at the Highway Department, the Personnel Committee makes a motion to approve a one-time variance of the PTO payout Policy, second by Strudthoff. All ayes, motion carried.*
10. Discussion of Agenda Items for next meeting: Discuss and possibly take action on ELB for terming employees – option to pay into deferred compensation plan. Discuss and possibly take action on District Attorney request to add Administrative Assistant position hours.
11. Confirmation of Next Meeting Date: December 10, 2019 at 10:30a.m.
12. Adjourn Meeting: a motion to adjourn meeting at 12:04p.m. was made Taylor, second by Goede. All ayes, motion carried.

Minutes respectfully submitted by Tanya Forkash, Personnel Assistant