



PERSONNEL COMMITTEE
Tuesday, January 14th, 2020 at 10:30am
MINUTES

The Personnel Committee meeting was called to order by Chairperson, Will Beitlich at 10:30am on Tuesday, January 14th, 2020 in the Courthouse Annex Conference - Room 102.

Members Present: Will Beitlich, David Strudthoff, Mary Bringe (via phone), Alycann Taylor (arrived at 10:34) and Lorn Goede

Members Absent:

Others in Attendance: Serena Inman, Tanya Forkash, Amanda Hoff, Gail Mueller, Lonnie Mueller, Nathan Campbell, Ashley Oliphant, Ole Yttri, Roger Call, and Adrian Amelse.

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 December 10, 2019 by Strudthoff, and a second by Goede. Roll Call vote, Bringe, Strudthoff, Goede, Taylor, Beitlich, all yes. All ayes, motion carried.

5. A motion was made by Strudthoff to approve vouchers for December second by Taylor. Roll Call vote, Bringe, Strudthoff, Goede, Taylor, Beitlich, all yes. All ayes, motion carried.

6. Discussion of 40-hour work week vs. 37.5-hour work week. It was decided that further investigation was needed and Serena Inman will put together numbers relating to number of employees affected, cost/benefit, and studies relating to increased work hours.

7. Discuss and take possible action on request for Reclassification of Assistant Zoning Administrator:

Oliphant requested the reclassification due to an increase in responsibilities, credentials and overall workload. She explained that comparable counties are paying those doing the work of the Assistant Zoning Administrator at a considerable higher rate and the current classification of the position in our county is inaccurate. A motion was made by Strudthoff to recommend for consideration to the County Board the Reclassification of Assistant



Zoning Administrator, second by Taylor. Roll call vote, Bringe, Strudthoff, Goede, Taylor, Beitlich, all yes. All ayes, motion carried.

8. Discuss and take possible action on 2020 Hiring Process and Hiring Freeze:
It was decided to table this item until more information is provided. The Finance and Executive Committees will send back to Personnel in February.
9. Director's Report – Serena Inman
 - a. Recruitment update: Backfilling of Human Services positions is complete.
 - b. It was decided that the Personnel Committee will not meet in March, unless needed, while Inman is out on maternity leave. Tanya Forkash, Personnel Assistant will keep Will Beitlich informed of any items that may come up.
10. Discussion of Agenda Items for next meeting:
 - a. 37.5 vs 40-hour work week presentation by Inman.
 - b. Hiring Process/Freeze discussion
 - c. Self-Funded Insurance
11. Confirmation of Next Meeting Date: February 4th, 2020 at 10:30am
12. Adjourn Meeting: a motion to adjourn meeting at 11:51p.m. was made by Goede, second by Bringe. Roll Call vote, Bringe, Strudthoff, Goede, Taylor, Beitlich, all yes. All ayes, motion carried.

Minutes respectfully submitted by Tanya Forkash, Personnel Assistant