

# RUSK COUNTY PERSONNEL COMMITTEE MINUTES

January 10th, 2019

**Personnel Committee Present:** Bob Stout, Tom Hanson, Karl Fisher, Dave Willingham, Kathy Mai.

**Others Present:** Loren Beebe, Andy Albarado, Rich Summerfield, Kitzie Nelson, Scott Emch, Nanci Mertes, Judge Anderson, Lori Gorsegrner.

Meeting called to order at 1:00 p.m.

## APPROVAL OF MINUTES

Motion by Fisher, second by Stout to approve the December 6th, 2018 Personnel minutes. Motion carried

## CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Willingham informed committee that Rich is not able to attend and does not have any new updates to be addressed at this time.

## JUDGE/CLERK OF COURT

Circuit Court staffing changes: Discussion to have the Register and Probate, Judicial assistant and Juvenile court clerk job duties be consolidated and to increase pay rate to \$24.00, to have Karie's wages increased to \$21.13, to have Linda's wages increased to \$19.63  
Motion by Fisher, second by Mai to recommend the changes that were brought forth to the committee with effective date of February 1<sup>st</sup>, 2019. Motion carried.

## HIGHWAY

Highway Job Description title and language changes for Laborers and Driver/Operators: Motion by Stout, Fisher to change the time line for workers. Motion carried.

Personnel handbook language change: Boot language that was discussed at the Highway committee meeting. Motion by Willingham, second by Stout to limit the boot to \$100 a year. Motion carried.

## ADMINISTRATIVE COORDINATOR -ANDY ALBARADO

Payroll Change and Comp-Time Reports: Reviewed. Motion by Fisher, second by Stout to approve reports. Motion carried.

General Updates: Andy provided updates to committee from the Department Head meeting that was held.

HSA Language: Still working on this. Attending a meeting to help with policy wording.

Consider policy for HSA or HRA eligibility and enrollment and HSA fund disbursement: Discussion on different options and also what other counties do. Will bring back to next meeting.

Consider Compensatory Time impact on WRS and possible changes to accrual and use: Topic discussed and will bring more information back to next meeting.

Update on filling RRYF/Youth Assistant position and discussion on reporting/oversight: Breanne Meyer was chosen for the job. Starting January 16<sup>th</sup>. Who will be the oversight person for this job. Advisory committee to be looked at.

Discussion on retirement of Asst. to the Hwy. Commissioner/Financial Administrator and filling of position: Information provided on potential changes that are being made in the Finance and Highway departments.

## CLOSED SESSION announced by Chair

- Workers Compensation claims

For 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. Wi Stats 19.85(1)(f).

Motion by Mai, second by Stout to enter closed session. Roll call. Voting yes: Fisher, Stout, Hanson, Willingham, Mai. Motion carried.

**CLOSED SESSION** at 1:39 p.m.

**OPEN SESSION** at 1:47 p.m.

## CLOSED SESSION announced by Chair

- FMLA Leave & Other Medical Leave Requests

For considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, WI Stats 19.85(1) ©.

Motion by, second by to enter closed session. Roll call. Voting yes: Stout, Fisher, Hanson, Mai Willingham. Motion carried.

**CLOSED SESSION** at 2:05 p.m.

**OPEN SESSION** at 2:06 p.m.

Motion by Fisher, second by Stout to adjourn. Adjourned at 2:09 p.m.

NOTE: Next regular committee meeting is scheduled for February 7th, 2019.

DRAFT