

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 4th, 2019

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

Others Present: Loren Beebe, Rich Summerfield, Jeremy Jacobs, Sheriff Wallace, Kitzie Nelson, Scott Emch.

Meeting called to order at 8:30 a.m.

APPROVAL OF MINUTES

Motion by Willingham, second by Mai to approve the February 28th and March 7th 2019 Personnel minutes. Motion carried

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Rich's updated included; 2 recommitments, 3 guardianships, meeting with the hospital, reviewing of contracts and open record request of 5R.

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: Stout, Hanson, Mai, Willingham. Motion carried.

CLOSED SESSION at 8:47 a.m.

OPEN SESSION at 9:38 a.m.

ADMINISTRATIVE COORDINATOR -ANDY ALBARADO

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

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

Resolutions: Andy passed out resolution for the committee to sign that we asked to be drawn up from the last Personnel meeting.

Comp Time Policy: Changes that are needed for Personnel Handbook reviewed. Motion by Willingham, second by Mai to amend the Personnel Handbook to state as follows; to extend the employees resignation date by the amount of comp time the employee has in the books. Motion carried.

Point Factor: Discussion on dates to inform Department Heads as to when to come to Personnel Committee for wage adjustments.

Designating County-wide Training Day(s): Discussion on trainings that other counties partake in. Motion by Stout, second by Mai to have a training day for the courthouse be set on Columbus Day. Motion carried.

Life Insurance Availability to Employees: Will have Boston Mutual come in for employees to talk to about Life Insurance.

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

CLOSED SESSION at 10:39 a.m.

OPEN SESSION at 11:05 a.m.

Highway Department

Extra Help: Discussion on having former employee come and help in the office as she has helped in the past and knows the process of the areas in need of help.

Health & Human Services

Update Clerk 2: Jeremy explained the changes that are taking place to fill the position.

CLOSED SESSION announced by Chair

- Employee Compensation

Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, WI Stats 19.85(1)(g).

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

CLOSED SESSION at 11:08 a.m.

OPEN SESSION at 11:33 a.m.

Motion by Stout, second by Mai to adjourn. Adjourned at 11:33 a.m.

NOTE: Next regular committee meeting is scheduled for May 2, 2019.

DRAFT