

**RUSK COUNTY PERSONNEL
COMMITTEE MINUTES**

April 6th, 2017

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

Others Present: Loren Beebe, Ted East, Peter Boss, Rich Summerfield, Kitzie Nelson, Cory DeWitt.

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

APPROVAL OF MINUTES

Motion by Mia, second by Stout to approve the March 3rd, 2017 Personnel minutes. Motion carried.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Summerfield reported on mental commitments, CenturyLink lawsuit finalized, protective placement death, RCMH consultant, Forestry contracts- bonds to be confiscated, Thornapple property restriction improvement.

DA

Drug Court Coordinator Expense Reimbursement: Discussion on grant reimbursements for meals/gas. No documentation in handbook backing proper procedure. Ted is to look into this and bring back to next month's meeting.

H&HS

Replacement of Behavioral Health Coordinator: Job description handed out for review. Discussion on advertisement, requirements and pay rate. Motion by Stout, second by Mai to approve the H&HS Behavioral Health & Adult Services manager's job descriptions. Motion carried.

Director/Nepotism: Ted handed out email from attorney, Mendy Dale that clarified the rules of nepotism. Ted will email out to all employees, the letter from Mendy.

TED EAST/PAYROLL

Payroll Change and Comp Time Report: Payroll change and comp time reports reviewed.

DISCUSSION AND POSSIBLE MOTION

County Government/Job Descriptions-county board supervisors & Hospital Trustees: Peter Boss explained the need for the job descriptions and asked that the committee reviews them prior to the May meeting and requested that they approve them.

CLOSED SESSION

Chair announces closed session for:

- 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) (c).

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

CLOSED SESSION at 9:48 a.m.

Motion by Stout, second by Mai to return to open session. Motion carried.

OPEN SESSION at 9:57 a.m.

Motion by Stout, second by Mai to adjourn. Adjourned at 10:10 a.m.

NOTE: Next regular committee meeting is scheduled for May 4th, 2017.