

RUSK COUNTY PERSONNEL COMMITTEE AGENDA

DATE: April 7, 2022

TIME: 8:30a.m.

PLACE: Rusk County Government Center – 1st Floor Small Conference Room

MEETING WILL BE ACCESSIBLE BY TELEPHONE OR VIDEO CONFERENCE

To link with your computer video and/or audio: <https://blucjeans.com/7155322188>

To join by phone dial 1-888-748-9073 OR 1-312-216-0325 and then enter meeting ID 7155322188 followed by #.

The toll-free number has had occasional issues, so two numbers are provided. Supervisors and members of the public attending in person will be required to observe the social distancing guidelines and are encouraged to take any preventative measures that you deem necessary including wearing a mask and other personal protective items. Hand sanitizer will be made available.

**A quorum of the Finance Committee may be present during the meeting due to in common committee members.*

*At any time, a quorum of another County Committee or of the County Board may be present at the meeting to observe the proceedings, but no action will be taken except by those Committee Members for the stated Committee meeting and only on noticed agenda items. **

CALL TO ORDER

APPROVAL OF MINUTES – March 3rd, 18th and 23rd

PUBLIC COMMENT

CORPORATION COUNSEL Report of Guardianships, Commitments, and Legal Action on Behalf of the County

HIRING/RECRUITMENT UPDATES

Deputy 1 – Treasurer’s office

Summer Help

Highway Worker

Maintenance-Housekeeping

Jailer/Dispatcher

Deputy ME

EMT

TRAILS END

Caretaker Wage

ADMINISTRATIVE COORDINATOR

General Updates

COVID Updates

American Rescue Plan Act – Provisions and Funding

Classification and Wage Compensation Study Update

Insurance Broker/Consultant Services RFP Update

Personnel Handbook Updates

Administrative Coordinator Job Description

Employee Training

Safety Policy -Training

Administrative Coordinator – Vacancy/Transition

Transition planning/work/timeline

Position recruitment assistance

IT Technician II – Vacancy due to retirement –Recruitment / alternatives to filling position

Agenda prepared by J. Buchholz, Rusk County Deputy Clerk
Posted April 4th, 2022 at 4:00 p.m.

CLOSED SESSION ANNOUNCED BY CHAIR IT Technician II – Vacancy due to retirement – Discuss recruitment / alternatives Wis. Stats. 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.(1)(f) 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.

OPEN SESSION- Possible Motion on Topic of Closed Session

CLOSED SESSION ANNOUNCED BY CHAIR

Related to Administrative Coordinator Resignation

Discuss duties and Personnel – includes Economic Development/Tourism, Airport, Building & Grounds Wis. Stats. 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. (1)(f) 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.

OPEN SESSION- Possible Motion on Topic of Closed Session

CLOSED SESSION announced by Chair

FMLA & Other Medical Leave Request

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

OPEN SESSION – Possible Motion on Topic of Closed Session

ADJOURN