

**RUSK COUNTY PERSONNEL
COMMITTEE MINUTES**

May 4th, 2017

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

Others Present: Loren Beebe, Ted East, Rich Summerfield, Annette Barna.

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

APPROVAL OF MINUTES

Motion by Stout, second by Mai to approve the April 6th, 2017 Personnel minutes. Motion carried.

Motion by Stout, second by Fisher to approve corrections on the March 2nd, 2017 Personnel minutes. Motion carried.

DA

Office staffing: Request for extra help in DA office to help clean up back log. Working with Finance on budget.

SHERIFF

Select individual for interviews on May 30th for Sheriff dept.: Fisher will sit in on interviews on May 30th.

Personnel hiring: Request to open applications within the courthouse for the Records Management Specialist.

APPROVAL OF JOB DESCRIPTIONS

County Board Supervisors: Discussion on job description. Grey areas to be cleaned up and brought back to next meeting.

RCMH Trustees: Job description pulled for now.

HIGHWAY

Personnel Update: Fisher explained the position changes and the duties that are being incorporated.

DISCUSSION AND POSSIBLE MOTION

Resolution for reimbursements when trainings are grant funded: Discussion on grant funded reimbursements. If grant states it's require the employee gets paid at a different rate the county will pay as its states, otherwise the employee is to be reimbursed at the county rate.

WEA language: Motion by Willingham, second by Fisher to amend Chapter 6 section 9 by striking out; ~~starting the first of the month after the date of hire~~ and to add paragraph; Health insurance coverage will end the last day of the respective month that you leave employment. Any pre-deductions of premiums will be returned to the employee through payroll. Motion carried.

TED EAST/PAYROLL

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

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Two commitments that are out of county so they are dropped, two bonds with Forestry logger now wants to do job, H&HS still working on filing Jeremy's position, 30 hours of meeting with hospital last month, Treasurers office working on in ream tax deeds, Conwed 1st month payment made, drafting easement to landlocked properties.

CLOSED SESSION

Chair announces closed session for:

- Disciplinary action

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). 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 expect 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 19.85(1)(f).

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

CLOSED SESSION at 11:03 a.m.

Motion by Willingham, second by Fisher to return to open session. Motion carried.

OPEN SESSION at 11:24 a.m.

Motion by Fisher, second by Stout to adjourn. Adjourned at 11:25 a.m.

NOTE: Next regular committee meeting is scheduled for June 1st, 2017.

Minutes prepared by L. Beebe

Distributed: May 31, 2017 @ 8:30 a.m.