

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

May 4, 2023

Personnel Committee Present: DuSell, Rathsack, Unterschuetz, Stout and Meyer

Others Present: C. Meyer, A. Heath, J. Wilk, G. Shilts, A. Barna, D. Hibbard and Erin Webster.

CALL TO ORDER

Meeting called to order by Chair DuSell at 3:00 p.m.

APPROVAL OF MINUTES –

Motion by J. Unterschuetz, seconded by Rathsack to approve April 6, April 18 and April 25, 2023 Minutes. Motion carried.

PUBLIC COMMENT - None

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County – No Report

DISCUSSION AND POSSIBLE MOTION

CEP - Temporary Work Experience – Animal Shelter

David Hibbard is requesting Temporary Work Experience at the Animal Shelter for individuals who are being rehabilitated at no cost to the County.

Motion by Rathsack, seconded by Stout to approve the CEP proposal for a temporary employee paid by CEP and interview on May 11th with the scheduled Animal Control Interviews. Motion carried.

LAND CONSERVATION AND DEVELOPMENT

LCDD Administrative Assistant Nick Stadnyk, Land Conservation and Development Department Head is requesting modification of job duties for LCDD Administrative Assistant through Carlson Dettmann. He will make changes and present to the Personnel Committee before the May 23rd County Board meeting.

Exempt/Non-Exempt status of LCDD Position.

Nick is requesting to change the Zoning Administrator to Exempt status. Discussion held.

DRUG COURT

Judge Barna is requesting to fill the Drug Court Coordinator Position Vacancy. Discussion held. The request was denied due to the fact that the person in that position is still employed.

TOURISM

Ashley Heath, Administrative Coordinator is requesting to post and Intern Recruitment for the Visitor Center.

Motion by J. Unterschuetz, seconded by Meyer to approve the Intern Recruitment for Summer Help at the Visitors Center. Motion carried.

HEATH AND HUMAN SERVICES

Jeremy Jacobs, HHS Director is requesting a Limited Term Employment for CLTS starting on May 26th, 20 hours per week for approximately for 6 months.

Motion by Meyer, seconded by J. Unterschuetz to approve the Limited Term Employment for CLTS starting May 26th for 20 hours per week until the end of the year per approval of the HHS oversight Committee. Motion carried.

RECRUITMENT UPDATES

Ashley Heath, Administrative Coordinator and Jeremy Jacobs, HHS Director gave an update on Recruitments within the Courthouse.

CONTRACTED EMPLOYEE PAY – Sheriff's Department

The Sheriff's Department is requesting approval of the contracted employee pay due to a funeral.

Motion by Meyer, seconded by J. Unterschuetz to approve the contracted employee pay for the Sheriff's Department. Motion carried.

HUMAN RESOURCE VACANCY

Discussed the Human Resource Vacancy consensus to repost.

Motion by J. Unterschuetz, seconded by Meyer to enter into Closed session at 3:50 p.m. All responded yes.

CLOSED SESSION announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f). For preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – at 4:05 p.m.

Motion by Motion by Rath sack, seconded by Stout to enter into Closed Session at 4:06 p.m. All responded yes.

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 – at 4:28 p.m.

Motion by Meyer, seconded by Stout to approve FMLA & Other Medical Leave Request Wi Stats 19.85(1)(c). Motion carried.

Motion by Rath sack, seconded by J. Unterschuetz to enter into Closed Sessions at 4:29 p.m. All responded yes.

CLOSED SESSION announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f). For preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – at 5:00 p.m.

Motion by Meyer, seconded by J. Unterschuetz to enter into Closed Sessions at 5:00 p.m. All responded yes.

CLOSED SESSION announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(b). Considering dismissal, demotion, licensing or discipline of any public employee and the taking of formal action on any such matter.

OPEN SESSION – at 5:36

ADJOURN

Motion by Meyer, seconded by Rath sack to adjourn at 5:37 p.m. Motion carried.