

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

August 1st, 2019

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

Others Present: Jeremy Jacobs, Kitzie Nelson, Scott Emch, Judge Anderson, Sherriff Wallace, George Murry, Andy Albarado, Loren Beebe.

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

APPROVAL OF MINUTES

Motion by Willingham, second by Stout to approve July 11th, 2019 Personnel minutes. Motion carried

HEALTH & HUMAN SERVICES

Reclassification/Wage Adjustment:

- Social Workers: Jeremy Jacobs, Health & Human Services Director, explained that there is no point factor set for Social Workers 1 & 2. The two workers hired last year do great at the job duties and additional things put on their plates. For the 2020 budget under youth aids adjust Jessica Flater from \$23.89 per hour to \$25.00 per hour. Adjust Karrie Groothousen from \$23.89 per hour to \$24.20 per hour. Also adjusting both to the Social Worker II classification from their current Social Worker I classification. Motion by Willingham, second by Mai to recommend to the board the reclassification and wage adjustments as part of the 2020 budget for Jessica Flater to be reclassified to Social Worker II at the wage rate of \$25.00 and to have Karrie Groothousen wage be increased to \$24.20.
- Social Services Worker: Jacobs explained request to have Bethany Julien be reclassified to Social Worker II position at a pay rate of \$25.64 per hour from current rate of \$23.84. Motion by Willingham, second by Stout to recommend to the board the reclassification and wage adjust for Bethany Julien in the 2020 budget. Motion carried.

Wage Adjustment-Health & Human Services Financial Manager: Jacobs explained the increase of duties that Chris has taken on. Would like to adjust the pay from \$22.75 per hour to \$24.50 per hour. Discussion on making him an exempt employee. Motion by Willingham, second by Mai to recommend the wage increase for Chris from \$22.75 to \$24.50 in the 2020 budget and to make him an exempt employee. Motion carried.

DRUG COURT COORDINATOR

Update on Filling of Position: Andy Albarado, Administrative Coordinator, and Steven Anderson, Rusk County Circuit Court Judge, explained issues during the hiring process. TAD grant match. Benefits that were not being taken that now would have to be covered. County matching 25% of program costs. Discussion on different funding's for the program if they do not get the grant funds.

ADMINISTRATIVE COORDINATOR

Payroll Change and Comp-Time Reports: Albarado provided committee with comp report to review. Motion by Mai, second by Stout to approve the payroll changes and comp time report. Motion carried.

General Updates: Albarado provided updates to the committee that included: job postings, ambulance hiring, point factor and wages ranges for advertising.

Point Factor & Wage Review- Updates: Albarado informed committee of updates.

Personnel Manual Changes/Updates: Albarado updated on the status of updates and that Danielle is helping.

CLOSED SESSION announced by Chair

- Discussion and Consideration of Employee(s) Performance/Discipline Actions

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 WI Stats 19.85(1)(f).

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

CLOSED SESSION at 9:49 a.m.

OPEN SESSION at 10:10 a.m.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: No update. Jacobs explained a request on jury trial for this Friday, but is hoping that it is avoided for the commitment and updated on commitments this week. Public Defender will have lots of work if this jury trial does go forward. Andy's contracts are being worked on and work with the Sheriff regarding the ordinance.

CLOSED SESSION announced by Chair

- Complaint Update

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

CLOSED SESSION at 10:15 a.m.

OPEN SESSION at 10:19 a.m.

CLOSED SESSION announced by Chair

- Preparing for negotiating employee contracts - notice from WPPA regarding contracts for Sheriff's Deputies and Jailer/Dispatcher.

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wi Stats 19.85 (1)(e)

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

CLOSED SESSION at 10:20 a.m.

OPEN SESSION at 11:09a.m.

CLOSED SESSION announced by Chair

- Discussion and Consideration of Employee Performance/Discipline Actions

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 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, Mai, Willingham, Hanson. Motion carried.

CLOSED SESSION at 11:09a.m.

OPEN SESSION at 11:13 a.m.

Motion by Stout, second by Willingham to adjourn. Adjourned at 11:13 a.m.

NOTE: Next regular committee meeting is scheduled for September 12th, 2019 at 8:30 a.m.