

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

August 2nd, 2018

Personnel Committee Present: Bob Stout, Dave Willingham, Tom Hanson, Karl Fisher.

Others Present: Loren Beebe, Ted East, Jeremy Jacobs, Jim Rassbach, Karen Welke, Karrie Groothousen, Andy Albarado, Rich Summerfield.

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

APPROVAL OF MINUTES

Motion by Stout, second by Willingham to approve the June 7th, 2018 Personnel minutes. Motion carried. Motion by Willingham, second by Stout to approve the May 7th, 2018 Personnel minutes. Motion carried.

ANIMAL CONTROL

On call personnel: asking to replace an existing position. Motion by Fisher, second by Stout to approve the hiring of the current open on call personnel. Motion carried.

Shelter hours: Discussion on the current hours at the shelter. Further discussion on getting volunteers to have the shelter open on the weekends. Possibly look at doing a cost proposal next year for implementing hours for having the shelter open on the weekend.

MEDICAL EXAMINER

2019 Chief Deputy Medical Examiner Per Diem Change: Currently the per diem is \$175 a month and looking for an increase of \$500 making the total of \$675. Jim stated that he is proposing to increase the per diem to \$500 a month which is a total of \$6,000 for a year. Jim gave review of work load increase and taking time off, the need for someone to be able to come into the office and make it beneficial to them. Committee suggests maybe meeting in the middle with increase of \$250 per diem per month. Motion by Willingham, second by Stout to increase the Chief Deputy Medical Examiner per diem by \$250 a month with recommendation to the Finance Department with start date following the first pay period after finances approval. Fisher opposes. Motion carried with vote 3 to 1.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Rich's updated included 3 commitments, protective placement/guardianships there is one being worked on and one other this last month. Meeting with the hospital in regards to the nursing home. Working with Andy on insurance issues with the Rusk County Jr Fair.

RRYP

Point factor Review: Karrie explained her job and changes that have occurred since she has been here. Ted and Karrie will sit down and go over the point factor changes and come back to the next meeting.

H&HS

Child Support/Support Staff Program Manager recruitment: Seeking formal approval from committee. Spoke with Chair Hanson prior to advertising. No meeting in July so this is why he asked Chair Hanson for approval prior to the meeting.

Mai to represent the Personnel Committee while interviewing.

Sandy's position- interviewing 4 people on August 14th.

MAINTENANCE

On call rotation: Currently no on call rotation within the department. Andy explained some reasoning's as to why someone for maintenance would be called in after hours and or on weekends. Andy explained compensation for those willing to be on call. Motion by Fisher, second by Stout to added maintenance to chapter 6 section one to the Personnel Handbook for on call rotation. Motion carried.

TED EAST

Payroll Change and Comp-Time Reports: Report reviewed. Motion by Fisher, second by Willingham. Motion carried.

General Updates: Department meeting review.

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) ©.

Minutes prepared by L. Beebe

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

CLOSED SESSION at 10:32 a.m.

OPEN SESSION at 10:43 a.m.

Motion by Stout , second by Willingham to adjourn. Adjourned at 10:57 a.m.

NOTE: Next regular committee meeting is scheduled for September 6th, 2018.