

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

November 1st, 2018

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

Others Present: Loren Beebe, Andy Albarado, Rich Summerfield, Kitzie Nelson.

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

APPROVAL OF MINUTES

Motion by Fisher, second by Stout to approve the October 4th, 2018 Personnel minutes. Motion carried

ANIMAL SHELTER

Point Factor review: Job description and point factor sheets handed out and reviewed. Karen Welke, Humane Officer, answered questions brought forth from the board. Motion by Fisher second by Stout to approve increase of wage for part-time employees at the animal shelter from \$8.50 to \$10.00. Motion carried.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County: Report included updates on the following: H&HS, Hospital, Hurley property, ATV Ordinance, easement and Police Department.

ANDY ALBARDADO

Payroll Change and Comp-Time Reports: Motion by Fisher, second by Stout to approve report. Motion carried.

General Updates: Provided updates on Department head meeting.

Update on Health Insurance Plan & Rates for 2019: Update provided by Kitzie and Andy.

Consider Fitness Incentive and OST Fitness Program – Renewal: Motion by Willingham, second by Fisher to approve continuation of fitness incentive and corporate membership at OST. Motion carried.

Bereavement Leave - request to consider: Connie Meyer asked the Personnel Committee to reconsider bringing the bereavement leave back.

New Jail Hires - Terms of Employment: Probation period for jailers. Sheriff is asking to follow the union contract and setting it to 18 months. Motion by Fisher second by Stout to amend personnel handbook to reflect changes. Motion carried.

Consider Realiving EAP Renewal: Motion by Stout, second by Willingham to renew 2 year contract with EAP(Realiving). Motion carried.

Updating Hiring Process – Onboarding: Andy went over meeting with those involved in the hiring process.

Employee Training Approval: Andy went over trying ideas.

Applicability of wage adjustments to extra help/interns/summer help - Consideration of flat rate: Committee discussion.

THERE WAS NO CLOSED SESSION NEEDED FOR EMPLOYEE CONDUCT

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) ©.

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

CLOSED SESSION at 10:46 a.m.

OPEN SESSION at 10:49 a.m.

Committee consensus to adjourn. Adjourned at 10:49 a.m.

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