

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

November 30, 2021

Personnel Committee Present: Willingham, Hanson, Dobrowolski, Hraban and Stout.

Others Present: A. Albarado, C. Meyer, J. Wallace.

CALL TO ORDER

Meeting called to order by Chair Hanson at 8:32 a.m.

HIRING/RECRUITMENT UPDATES

Drug Court Coordinator HHS; Interviewed, final candidate is picked, waiting for Grant fund availability.

ADRC – Home Delivery Driver; Application received, moving ahead with hire and employment.

Paralegal – DA; Application received through this Friday.

Office Coordinator – Sheriff's Department; Jeff is requesting additional pay for the person that takes the Office Coordinator position. The current wage advertised is lower than the Jail Coordinator position.

Finance Accountant I – Finance; Interview all December 15th.

Finance Accountant I – HHS; Interview will be the same day as Finance on December 15th.

Assistant Deputy Clerk – Clerk of Courts; Interviews Dec 6th

Motion by Stout, seconded by Hraban to enter into Closed Session at 8:51 a.m. Motion carried

All replied yes

CLOSED SESSION announced by the chair

Consider hire and compensation of Maintenance Housekeeping/Technician

For considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, WI Stats 19.85 (1)(c).

OPEN SESSION – Possible Motion on Topic of Closed Session at 8:59 a.m.

Motion by Hraban, seconded by Dobrowolski to enter into Closed Session at 8:59 a.m. Motion carried.

All replied yes

CLOSED SESSION announced by Chair

Lighthouse portal Complaint

For 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. Wis.Stats19.85(1)(f).

OPEN SESSION – Possible Motion on Topic of Closed Session at 9:19 a.m.

PERSONNEL HANDBOOK UPDATES

Discussion on changes/updates to the Personnel Handbook. Andy will edit the Personnel Handbook presented to the Committee for approval and forward onto County Board.

ADJOURNMENT

Motion by Dobrowolski, seconded by Hanson to adjourn at 12:20 p.m. Motion carried.

The next meeting will be on December 16th at 1:00 p.m. in the Small Conference Room.