

# RUSK COUNTY PERSONNEL COMMITTEE AGENDA

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DATE: Thursday December 16, 2021

TIME: 1:00p.m.

PLACE: Rusk County Government Center – 1<sup>st</sup> Floor Small Conference Room

## **MEETING WILL BE ACCESSIBLE BY TELEPHONE OR VIDEO CONFERENCE**

To link with your computer video and/or audio: <https://bluejeans.com/7155322188>

To join by phone dial 1-888-748-9073 OR 1-312-216-0325 and then enter meeting ID 7155322188 followed by #. The toll-free number has had occasional issues, so two numbers are provided. Supervisors and members of the public attending in person will be required to observe the social distancing guidelines and are encouraged to take any preventative measures that you deem necessary including wearing a mask and other personal protective items. Hand sanitizer will be made available.

*\*A quorum of the Finance Committee may be present during the meeting due to in common committee members.*

*At any time, a quorum of another County Committee or of the County Board may be present at the meeting to observe the proceedings, but no action will be taken except by those Committee Members for the stated Committee meeting and only on noticed agenda items. \**

## **CALL TO ORDER**

## **APPROVAL OF MINUTES**

## **HIRING/RECRUITMENT UPDATES**

Drug Court Coordinator

HHS-ADRC – Home Delivery Driver

Maintenance Technician

Paralegal - DA

Office Coordinator – Sheriff's Department

Finance Accountant I – Finance

Finance Accountant I – HHS

Assistant Deputy Clerk – Clerk of Courts

## **SHERIFF'S DEPARTMENT**

Court Security Office Wage

## **HHS**

LTE COVID Work Positions – Wages

Economic Support Specialist Position – Reclass Employee

## **HIGHWAY DEPARTMENT**

Seasonal Help Wages

## **ADMINISTRATIVE COORDINATOR**

General Updates

American Rescue Plan Act – Provisions and Funding

Personnel Handbook Updates

Administrative Coordinator Job Description

Remote Work Requests

Classification and Wage Compensation Study Update

Insurance Broker/Consultant Services RFP Update

## **CLOSED SESSION** announced by the chair Consider

Hire, terms, and compensation of Paralegal

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).

Agenda prepared by C. Meyer, Rusk County Clerk

Posted December 14, 2021 at 8:30 a.m.

**OPEN SESSION** – Possible Motion on Topic of Closed Session

**CLOSED SESSION** announced by Chair

Employee Complaint

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

**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** – Possible Motion on Topic of Closed Session

**Adjourn**