

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 22, 2022

Personnel Committee Present: DuSell, Meyer, Stout, Rathsack, Unterschuetz.

Others Present: A. Albarado, J. Jacobs, C. Meyer, R. Tatur, T. Hanson, P. Schneider, L. Goode.
J. Koslowski via bluejeans.

CALL TO ORDER

Meeting called to order by A. Albarado at 5:00 p.m.

ELECTION OF CHAIR AND VICE CHAIR

Andy called for nominations for Chair – Motion by Rathsack to nominated DuSell.

Motion by Stout, seconded by Meyer to close nominations and cast unanimous ballot. Motion carried.

DuSell is Chair of Personnel.

Terry called for nominations for Vice Chair – Motion by Meyer to nominated Stout.

Motion by Rathsack, seconded by Unterschuetz to close nominations and cast unanimous ballot. Motion carried

MINUTES

Motion by Stout, seconded by Meyer to approve the April 7th Minutes. Motion carried.

PUBLIC COMMENT

No comment

DISCUSSION AND POSSIBLE MOTION

Jeremy Jacobs gave a resignation letter regarding his position as Administrative Coordinator Interim to County Board Chair Alan Rathsack. Jeremy spoke to the Committee about his obligation to his Department and the difficulties trying to maintain both positions.

Job Description of Administrative Coordinator – Discussion held on job. Terry informed the Committee of the correspondence from other counties and the WI Counties Association. Discussion on Maintenance, Tourism, Airport positions and what to do with the responsibilities of the Department Head.

Motion by Meyer, seconded by Rathsack to look into HR position with a recruiter and look within the Department Heads for an Administrative Coordinator/ Department Head position. Discussion held.

Motion carried.

Replacement of Administrative Coordinator – Jeremy Koslowski spoke with County Board Chair Rathsack about the Interim position and answered questions from the Committee.

Motion by Meyer, seconded by Rathsack to appoint Jeremy Koslowski as Interim Administrative Coordinator and issue on April 25, 2022 a stipend of \$2,000.00 per month. Motion carried.

Allocation/Distribution of Duties of the Administrative Coordinator, including Economic Development/Tourism, Airport, Building & Grounds: Discussed duties.

City would like to take a bigger role in Economic Development within the County.

Motion by Stout, seconded by Unterschuetz to enter into Closed Session at 7:14 p.m. All responded yes.

CLOSED SESSION ANNOUNCED BY CHAIR

Allocation/Distribution of Administrative Coordinator Duties

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

OPEN SESSION- at 7:32 p.m.

Discussed meeting time that works for the Committee members.

Motion by Unterschuetz, seconded by Meyer to move the Personnel meeting to the 1st Thursday of every month at 3:00 p.m. in the Law Enforcement center. Motion carried.

The next meeting will be May 5th, 2022 at 3:00 p.m. in the LEC.

Phil Schneider spoke to the Personnel Committee and commended there decision making and moving forward quickly.

Adjourn

Motion by Unterschuetz, seconded by Meyer to adjourn at 7:37 p.m. Motion carried.