

# RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 4, 2024

**Personnel Committee Present:** J. Unterschuetz, Stout, Meyer, Kalepp and DuSell.

**Others Present:** C. Meyer, A. Heath, A. Gudis, J. Jacobs, R. Gauger, T. Cudo, A. Barna and A. Grotzinger.

**Public:** E. Webster and T. Nussberger

## CALL TO ORDER

Meeting called to order by Chair DuSell at 3:01p.m.

## APPROVAL OF MINUTES

*Motion by J. Unterschuetz, seconded by Meyer to approve March 7 and March 14, 2024 meeting minutes as presented. Motion carried.*

**PUBLIC COMMENT** – No Public Comment

## DISCUSSION AND POSSIBLE MOTION

### Recovery Court Report

Consider Filling Recovery Court Coordinator Position – A. Heath gave an overview to fill the Recovery Court Coordinator Position.

*Motion by Kalepp, seconded by Stout to approve filling the Recovery Court Coordinator position. Motion carried.*

E-Mail Letter of Support from New Assistant DA – The Committee was presented with the letter of Support from the New Assistant DA.

### Human Resource

Approve Compensation for Acting Highway Commissioner

*Motion by Meyer, seconded by Stout to approve compensation for Acting Highway Commissioner and forward onto Finance. Motion carried.*

Maintenance – Extension Support Position: Discuss Removal of Recycling and Appoint to the Forestry Department  
Discussed to put the Recycling position in the Forestry Department or Land and Water.

*Motion by Meyer, seconded by Kalepp to approve speaking to Land and Water to remove recycling from the Extension Support Position and appoint the recycling to the Land and Water Department. Motion carried.*

Consider Change to Discipline and Termination Process – The HR Manager gave an update to the Discipline and Termination Process. Discussion held.

*Motion by Stout, seconded by Kalepp to approve the changes to the Discipline and Termination Process, Chapter 7, Section 3 – Option 2 and forward to County Board. Roll call vote was requested by J. Unterschuetz. Voting yes – Stout, Meyer, Kalepp and DuSell.*

*Voting No – J. Unterschuetz. Motion carried.*

Work from Home Policy - This will be presented at the May meeting.

### Medical Examiner

Charging for ME Services – The ME is requesting changing the charges for ME Services.

*Motion by Kalepp, seconded by J. Unterschuetz to approve the Resolution Medical Examiner Staffing and Compensation Adjustment with changes and forward to Finance and County Board. Motion carried.*

### Forestry

Wage Increase for Parks & Forestry LTE – HR Manager on behalf of the Forest Administrator is requesting a wage increase for returning LTE to \$14.50 (2<sup>nd</sup> year) and \$15.50 (3<sup>rd</sup> year) per hour in the Forestry Department.

*Motion by J. Unterschuetz, seconded by Kalepp to approve \$1.00 per hour Wage Increase for Parks & Forestry LTE's for returning summer employees. Motion carried.*

*Motion by J. Unterschuetz, seconded by Kalepp to enter into closed session at 4:12 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

Review of Performance Improvement Plan relating to employee job performance pursuant to 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** – at 4:20 p.m.

*Motion by Meyer, seconded by Kalepp to enter into closed session at 4:20 p.m. All responded yes.*

**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** – at 4:24 p.m.

*Motion by Meyer, seconded by Stout to approve FMLA & Other Medical Leave Request Wi Stats 19.85(1)(c) unpaid time off.*

*Motion carried.*

Kalepp was absent from the Personnel meeting from 4:25 p.m. to 4:57 p.m.

*Motion by Stout, seconded by J. Unterschuetz to enter into closed session at 4:27 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

The Personnel Committee may entertain a motion to go into closed session pursuant to Wis. Stats 19.85(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,” to wit: investigation of report received through Lighthouse Services.

**OPEN SESSION** – at 4:56 p.m.

*Motion by Meyer, seconded by Stout that no action will be taken due to lack of evidence. Motion carried.*

*Motion by Meyer, seconded by Kalepp to enter into closed session at 4:57 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

The Personnel Committee may entertain a motion to go into closed session pursuant to Wis. Stats 19.85(1)(g).

“Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” to wit: compensation considerations outside of established job duties.

**OPEN SESSION** – at 5:42 p.m.

## **ADJOURN**

*Motion by Meyer, seconded by Kalepp to adjourn at 5:43 p.m. Motion carried.*