

RUSK COUNTY PERSONNEL COMMITTEE AGENDA

DATE: April 6, 2023

TIME: 8:30 a.m.

PLACE: Rusk County Law Enforcement Center

CALL TO ORDER

APPROVAL OF MINUTES – March 9, 2023, March 28, 2023

PUBLIC COMMENT – limit of 3 minute per person with a maximum public comment of 30 minutes.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County

DISCUSSION AND POSSIBLE MOTION

1. **HEATH AND HUMAN SERVICES – Jeremy Jacobs (HHS Director)**
 - a) Mobile Crisis – On Call Compensation
 - b) Children’s Long-Term Support/Disability Benefit Specialist Position (s) Consideration
 - c) Deputy Director Position Job Description
2. **ADMINISTRATIVE COORDINATOR**
 - a) Recruitment Updates
3. **UW EXTENTION**
 - a) Extension AmeriCorps positions

CLOSED SESSION – announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – Possible Motion on Topic of Closed Session

CLOSED SESSION – announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – Possible Motion on Topic of Closed Session

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

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.

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

March 9, 2023

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

Others Present: C. Meyer, A. Heath, J. Wilk, E. Webster, S. Jones, V. Neilson, N. Stadnyk, C. Cleveland,

CALL TO ORDER

Meeting called to order by Chair DuSell at 3:09 p.m.

APPROVAL OF MINUTES

*Motion by J. Unterschuetz, seconded by Rathsack to approve the February 2, February 9 and February 23, 2023 minutes.
Motion carried*

PUBLIC COMMENT – Scott Jones spoke on Rusk County’s workman’s compensation policy.

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County – None

DISCUSSION AND POSSIBLE MOTION

LAND CONSERVATION AND DEVELOPMENT

Reclass Scanning Technician to 20 hours per week

Nick Stadnyk is requesting to increase the grant funded Scanning Technician from 18 hours up to 20 hours.

Motion by Stout, seconded by J. Unterschuetz to approve the Grant Funded Scanning Technician hours from 18 hours to 20 hours starting March 1, 2023. Motion carried.

ADMINISTRATIVE COORDINATOR

Recruitment Updates – Ashley gave an update on recruitment at the Rusk County facility for all positions and departments.

Retirement Acknowledgement Policy – Ashley is requesting to implement a retirement acknowledgment policy.

*Motion by Stout, seconded by J. Unterschuetz to adopt the service recognition and retirement policy as presented.
Motion carried.*

Wage Study Appeals Results – Ashley gave the appeal results from the wage study.

Verna Neilson requested the reason the Deputy Clerk in the Treasure’s office appeal process was not followed through.

Motion by Rathsack, seconded by Meyer to approve the Wage Study Appeal results as presented. Motion carried.

Rusk County Fair Intern Job Posting – Ashley is requesting to post an Intern position for the Rusk County Fair.

*Motion by Rathsack, seconded by Meyer to approve the Rusk County Fair Intern Job Posting at \$12.50 per hour.
Motion carried.*

Motion by Meyer, seconded by Rathsack to enter into Closed session at 3:52 p.m. All responded yes.

CLOSED SESSION – announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – at 4:30 p.m.

Recess from 4:30 p.m. to 4:33 p.m.

Motion by Meyer, seconded by Rathbuck to refer the letter from the Librarian to the Library Board. Motion carried.

Motion by Meyer, seconded by J. Unterschuetz to enter into Closed Session at 4:34. All responded yes.

CLOSED SESSION – announced by Chair

Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – at 5:30 p.m.

Motion by J. Unterschuetz, seconded by Meyer to enter into Closed Session at 5:32 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 5:35 p.m.

Motion by Stout, seconded by Meyer to approve the FMLA request as presented in Closed Session. Motion carried.

ADJOURN

Motion by Rathbuck, seconded by Meyer to adjourn at 5:36 p.m. Motion carried.

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

March 28, 2023

Personnel Committee Present: DuSell, Rathsack and J. Unterschuetz. Meyer and Stout absent.

Others Present: C. Meyer, A. Heath, J. Wilk and R. Kelly

CALL TO ORDER

Meeting called to order by Chair DuSell at 6:30 p.m.

DISCUSSION AND POSSIBLE MOTION

Visitors Center Wage Increase to allow for Saturday hours

The Joint Tourism Committee forwarded a Resolution recommending a wage increase and Saturday hours. No action was taken due to the Personnel Committee having no jurisdiction over the Tourism.

ADJOURN

Motion by Rathsack, seconded by J. Unterschuetz to adjourn at 6:50 p.m. Motion carried.