

RUSK COUNTY PERSONNEL COMMITTEE AGENDA

DATE: Thursday July 1, 2021
TIME: 8:30am
PLACE: Rusk County Government Center – LEC 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. *

OPEN SESSION – CALL TO ORDER

APPROVAL OF MINUTES

Personnel Committee Minutes of June 3 and June 15, 2021.

CORPORATION COUNSEL

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

HIRING/RECRUITMENT

Land Information – GIS Administrative Assistance
Highway – Highway Worker I
Ambulance – EMT
Sheriff – Jailer/Dispatcher
HHS -Finance Accountant II

LCDD

Salary and Point Factor Discussion

HR MANAGER

Creating/Hiring a HR Manager.

CLERK OF COURT/HHS STAFFING

Update

ADMINISTRATIVE COORDINATOR

General Updates
Payroll Change and Comp-Time Reports
Lighthouse Hotline-Reports Received
COVID-19 - HR/Employee Issues
American Rescue Plan Act – Provisions and Funding
Employee Engagement
Employee Training
2022 Wage Process Discussion
Personnel Handbook Updates
Administrative Coordinator Job Description and Duties

CLOSED SESSION announced by Chair

Preparing for negotiating employee contracts - notice from WPPA regarding contracts for Sheriff's Deputies and Jailer/Dispatcher.

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis Stats 19.85 (1)(e)

OPEN SESSION - Possible Motion on Topic of Closed Session

CLOSED SESSION announced by Chair –

Employee Complaint & Investigation

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

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

OPEN SESSION – Possible Motion on Topic of Closed Session

OPEN SESSION – Possible Motion on Topic of Closed Session

ADJOURNMENT

This agenda prepared by County Clerk Meyer and Chief Deputy Clerk Kron, with the direction of Chair Hanson.
Posted – June 28, 2021 at 4:15 p.m.