

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

**Others Present:** J. Koslowski, C. Meyer, J. Bugbee, J. Wilk, Tom Cudo and John Kalepp

### **CALL TO ORDER**

Meeting called to order by Chair DuSell at 3:00 p.m.

### **APPROVAL OF MINUTES – June 2<sup>nd</sup> & June 14<sup>th</sup>, 2022**

*Motion by J. Unterschuetz, seconded by J. Meyer to approve the June 2<sup>nd</sup> & June 14<sup>th</sup> meeting minutes. Motion carried.*

**PUBLIC COMMENT** – None

### **DISCUSSION AND POSSIBLE MOTION**

Finance Accountant I – Part-Time to Full-Time: Jaimie Wilk, Finance Director Interim is requesting to move the Finance Accountant I from part-time to Finance Account II to full-time. The current hourly rate for the Finance Account I is \$19.18 and the Finance accountant II hourly rate is \$23.04. Discussion held on the gross impact.

*Motion by Meyer, seconded by J. Unterschuetz to move the Finance Accountant I from part-time to full-time starting July 18, 2022. Motion carried.*

### **IT**

Separation from Facilities Manager: Jim Bugbee, IT Director has requested to separate from the Facility Manager. It is the consensus of the committee to try working with the Facilities Manager and revisit in the future.

Specialist II Stipend: The IT Director has asked for a stipend for the Specialist II due to increase of duties due to extra work since one less person in the IT Department. The current wage is \$28.57 and the requested increase is \$14.25 per hour. Discussion held.

### **HIRING/RECRUITMENT UPDATES**

Drug Court: Wednesday Ad Hoc. Interviews 8-10.

Forester: Posted due Sunday 7/17/2022.

Administrative Coordinator: Posted due Sunday 7/17/2022.

Facilities Manager: Posted due Sunday 7/17/2022.

Human Resources Manager: Posted due Sunday 7/17/2022.

Discussed the interview process dates and the Committee members.

### **DISCUSSION AND POSSIBLE MOTION**

Appointment of an Interim Finance Director: County Board Chairman has appointed Jaimie Wilk as Interim Finance Director.

*Motion by J. Unterschuetz, seconded by J. Meyer to approve the appointment of Jaimie Wilk as Finance Director and forward to the County Board for approval of appointment. Motion carried.*

Advertise for Finance Director: No advertisement due to appointment.

Advertise for Economic Development and Tourism: Discussed the shared position with the City and the importance to Rusk County.

Airport Operations assistant: No discussion

NEO Gov access: Jeremy explained the NEO GOV system and how it works. Discussion held.

### **ADMINISTRATIVE COORDINATOR**

General Updates: None

Departmental Oversight Responsibilities: None

American Rescue Plan Act – Provisions and Funding:

Classification and Wage Compensation Study Update: Wage study is coming along.

Insurance Broker/Consultant Services Update: Discussed a Population Health Management from JACounter.

Employee Training - Safety Policy -Training: None

*Motion by B. Stout seconded by A. Rath sack to enter into closed session at 5:12 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

FMLA & Other Medical Leave Request

Wis. Stat. § 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 5:00 p.m.

*Motion by A. Rath sack, seconded by J. Meyer to enter into closed session at 5:22 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

Discussion of personnel issue and conferring with legal counsel regarding same 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; and, § 19.85(1)(g) for 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.

**OPEN SESSION** – at 6:05 p.m.

The next meeting will be August 4, 2022 at 3:00 p.m. in the LEC.

**ADJOURN**

*Motion by J. Meyer, seconded by B. Stout to adjourn at 6:06 p.m. Motion carried.*