

# RUSK COUNTY PERSONNEL COMMITTEE AGENDA

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DATE: June 1, 2023

TIME: 3:00 p.m.

PLACE: Rusk County Law Enforcement Center

## CALL TO ORDER

**APPROVAL OF MINUTES** – May 4, May 11, May 23 and May 24, 2023 minutes.

**PUBLIC COMMENT** – limit of 3 minutes 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. Land Conservation and Development
  - a. Modification of job duties for LCDD Administrative Assistant.
2. Resolution – CJCC
  - a. Creating a Criminal Justice Collaboration Council Coordinator Position.
3. Highway
  - a. Highway Worker II LTE Job Creation
4. Administrative Coordinator
  - a. County Sponsored Event Volunteer Policy
  - b. Updates to Personnel Handbook
  - c. Temporary HR Consultant
  - d. Recruitment Updates
5. Building and Grounds
  - a. Snow/Salt Shoveler Hours Remaining 87.75 allocate for year-end 2023.

## OUT OF COUNTY TRAVEL

1. Administrative Coordinator – Jail Tours in Green Lake, Brown & Oconto Counties, June 21 & 22

## 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.*

*Please Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information, or to request this service, contact the Rusk County Clerk's Office; phone (715)532-2100.*