

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

May 9, 2024

Personnel Committee Present: Zimmer, Wallace, Russell, Meyer, Willingham.

Others Present: C. Meyer, A. Heath, A. Gudis, J. Wilk, Sheriff Wallace, Chief Deputy Grassmann, T. Engel, M. Wojcik, Captain Murry, M. Kron, R. Tuma, T. Olynick and T. Cudo.

Public: E. Webster

CALL TO ORDER

Meeting called to order at 3:00 p.m.

ELECTION OF CHAIR

Clerk Meyer called for nominations for Personnel Chairman.

Meyer nominated Zimmer for the Personnel Chairman.

Clerk Meyer called for additional nominations three times.

Motion by Meyer, seconded by Wallace to close nominations and cast a unanimous ballot for Zimmer as Chair. Motion carried.

ELECTION OF VICE-CHAIR

Zimmer called for nominations for Personnel Vice-Chairman.

Meyer nominated Wallace for Personnel Vice-Chairman.

Zimmer called for additional nominations three times.

Motion by Meyer, seconded by Russell to close nominations and cast a unanimous ballot for Wallace as Vice-Chair. Motion carried.

APPROVAL OF MINUTES

Motion by Meyer, seconded by Russell to approve April 4, 2024 meeting minutes as presented. Motion carried.

PUBLIC COMMENT – Public Comment on Recruitment and Retention in the Sheriff's Department.

PRESENTATION

Alicia Schwartz from JA Counter gave a presentation on Health and Ancillary Benefits for Rusk County.

DISCUSSION AND POSSIBLE MOTION

Sheriff and Jail

Presentation and Discussion on Recruitment and Retention – Chief Deputy Phil Grassmann gave a presentation on the Recruitment and Retention in the Rusk County Sheriff's Department. The Committee is requesting additional information to present to the County Board from fully staffed vs. short staffed and present at the June Personnel Meeting.

Review of Jail Reserve Program and Wages

Sheriff Wallace addressed the Resolution as Amended by the Emergency Services Committee.

Amend Resolution 16-17 Rusk County Sheriff's Office Reserve Deputy Wage Compensation.

Motion by Willingham, seconded by Meyer to Amend the Resolution 16-17 Rusk County Sheriff's Office Reserve Deputy Wage Compensation to include the current wages and proposed wages in a grid and forward to County Board. Motion carried.

Motion by Meyer, seconded by Wallace to approve Resolution 16-17 Rusk County Sheriff's Office Reserve Deputy as amended. Motion carried.

Highway

Wage for Highway Worker II Moving to Mechanic

Ashley Gudis is requesting to increase Wage for Highway Worker II Moving to a Mechanic.

Motion by Willingham, seconded by Meyer to approve the request to increase Wage for Highway Worker II moving to a Mechanic position at \$25.30 retroactive from April 2024. Motion carried.

Health and Human Services

Temporary Approval for Information & Assistance Position to Work Outside Flex Schedule

Health and Human Services is requesting to work outside the Flex Schedule to catch up on the current work.

Motion by Meyer, seconded by Russell to approve the Information and Assistance Position in HHS to work outside flex schedule until the end of July. Motion carried.

Human Resources

Human Resources Report

Ashley Gudis, HR Manager gave a report on terms, hires, open positions, updating the handbook and job descriptions and the interview process.

Work from Home Policy

Ashley Gudis, HR Manager is requesting a Work From Home Policy due to retention and would present a Work from Home Policy draft to the Committee. Discussion held on policy and drafting a Policy to bring to the Personnel Committee.

Motion by Meyer, seconded by Wallace to enter into closed session at 6:09 p.m. All responded yes.

CLOSED SESSION announced by Chair

Review and Update 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 6:44 p.m.

ADJOURN

Motion by Russell, seconded by Wallace to adjourn at 6:45 p.m. Motion carried.