

RUSK COUNTY PERSONNEL COMMITTEE AGENDA

DATE: May 4, 2023

TIME: 3:00 p.m.

PLACE: Rusk County Law Enforcement Center

CALL TO ORDER

APPROVAL OF MINUTES - April 6, April 18 and April 25, 2023 minutes.

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. Health and Human Services
 - a. Limited Term Employment for CLTS.
2. Land Conservation and Development
 - a. Modification of job duties for LCDD Administrative Assistant.
 - b. Exempt/Non-Exempt status of LCDD Position.
3. Tourism
 - a. Intern Recruitment.
4. Recruitment Updates – Ashley Heath
5. Contracted Employee Pay – Sheriff's Department

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.

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.

Agenda prepared by C. Meyer, County Clerk under the direction of Chair DuSell.
Posted May 1, 2023 at 12:00 p.m.

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 6, 2023

Personnel Committee Present: DuSell, Rathsack, Unterschuetz, Stout and Meyer

Others Present: C. Meyer, A. Heath, J. Wilk, G. Shilts and Erin Webster.

CALL TO ORDER

Meeting called to order by Chair DuSell at 8:32 a.m.

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

Motion by J. Unterschuetz, seconded by Rathsack to approve the March 9 and March 28, 2023 minutes. Motion carried.

PUBLIC COMMENT - None

CORPORATION COUNSEL

Report of Guardianships, Commitments, and Legal Action on Behalf of the County – No Report

DISCUSSION AND POSSIBLE MOTION

HEATH AND HUMAN SERVICES

Mobile Crisis On Call Compensation

Jeremy Jacobs HHS Director is requesting additional funds (\$9,453.50) for Mobile Crisis On Call Compensation for an additional hour at the current rate of pay for employees that are on call starting on January 1, 2024. The Committee would like to discuss a policy for the Departments involved.

Deputy Director Position Job Description

A request for a Deputy Director Position to be created for the HHS Department. Discussion held.

Motion by Meyer, seconded by Stout to approve the Deputy Director position for 5 hours per month, 60 hours per year and forward to Finance and then County Board. Motion carried.

Children's Long-Term Support/Disability Benefit Specialist Position (s) Consideration

A request for Children's Long-Term Support/Disability Benefit Specialist Position (s) Consideration current employee has given their notice and the Director is requesting to split the position and employ 2 people due to growth with a budget impact of \$62,810.84.

Motion by Stout, seconded by J. Unterschuetz to approve the request to split the Children's Long-Term Support/Disability Benefit Specialist Position (s) as presented and forward to Finance. Motion carried.

ADMINISTRATIVE COORDINATOR

Recruitment updates

Ashley gave a recruitment update for all Departments.

UW EXTENTION

Extension AmeriCorps Positions

The Rusk County Extension Agent is requesting 2 persons, 1 for STEM and 1 for Veterans service. Additional information is needed from Extension.

Recess from 10:05 a.m. to 10:07 a.m.

Motion by Rathsack, seconded by Meyer to enter into Closed Session at 10:08 a.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 10:30 p.m.

Motion by Meyer seconded by J. Unterschuetz to enter into Closed Session at 10:31 a.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 10:34 a.m.

Motion by Stout, seconded by J. Unterschuetz to approve FMLA & Other Medical Leave Request as presented in Closed Session. Motion carried.

ADJOURN

Motion by Stout, seconded by Meyer to adjourn 10:37 a.m. Motion carried.

DRAFT

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 18, 2023

Personnel Committee Present: DuSell, Rathsack, Unterschuetz, Stout and Meyer

Staff Present: C. Meyer, A. Heath, J. Wilk, N, Stadnyk

CALL TO ORDER

Meeting called to order by Chair DuSell at 5:00 p.m.

Motion by Meyer, seconded by Rathsack to enter into Closed Session at 5:00 p.m. All responded yes.

CLOSED SESSION – announced by Chair

Employee Compensation 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 5:22 p.m.

Motion by Stout, seconded by J. Unterschuetz to enter into Closed session at 5:23 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 6:18 p.m.

ADJOURN

Motion by J. Unterschuetz, seconded by Rathsack to adjourn 6:18p.m. Motion carried.

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

April 25, 2023

Personnel Committee Present: DuSell, Rathsack, Unterschuetz and Meyer

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

CALL TO ORDER

Meeting called to order by Chair DuSell at 5:01 p.m.

Motion by Rathsack, seconded by Meyer to enter into Closed Session at 5:01p.m. All responded yes.

CLOSED SESSION – announced by Chair

Discussion of personnel 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 5:38 p.m.

Motion by J. Unterschuetz, seconded by Meyer to enter into Closed Session at 5:39 p.m. All responded yes.

CLOSED SESSION announced by Chair

Discussion of compensation pursuant to: Wis. Stat § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

OPEN SESSION – at 5:40p.m.

ADJOURN

Motion by Meyer, seconded by Rathsack to adjourn 5:41 p.m. Motion carried.