

# RUSK COUNTY PERSONNEL COMMITTEE MINUTES

September 4, 2025

**Personnel Committee Present:** Willingham, Cudo, Meyer, and Halbur.

**Others Present:** A. Gudis, C. Meyer and A. Heath.

**Public:** None

## CALL TO ORDER

Meeting called to order by Chair Russell at 4:16 p.m.

## APPROVAL OF MINUTES

*Motion by Willingham, seconded by Cudo to approve the August 19, 2025 Special Minutes and August 19, 2025 Regular Committee minutes as presented. Motion carried to approve the minutes as amended.*

**PUBLIC COMMENT** – None

**ELECTION OF VICE-CHAIRMAN** – Chair Russell asked for nominations for Vice-Chairman.

Meyer nominated Willingham as Vice-Chairman of the Personnel Committee.

*Motion by Meyer, seconded by Cudo, to close nominations for Dave Willingham as Vice-Chairman of the Personnel Committee and cast a unanimous ballot. Motion carried.*

## DISCUSSION ONLY

Lighthouse Process and Procedures – A discussion was held, and feedback was provided to the HR Manager. This item will be put on the next Personnel meeting as an actionable item.

Corporation Counsel Contract RFP – Discussion held on Corporation Counsel Contract RFP. This item will be put on the next Personnel meeting as an actionable item.

## DISCUSSION AND POSSIBLE MOTION

### Emergency Management

Resolution – Ambulance Services Wage Adjustment for 2026 – Discussed the wage adjustment for 2026.

*Motion by Halbur, seconded by Cudo, to recommend to Finance approving a 2026 cost of living adjustment (COLA) up to 3% for the Ambulance Service Wage Adjustment. Motion carried.*

### Finance

Approve Interim Finance Director – Discussed approval Skye Schuelke as the Interim Finance Director.

*Motion by Meyer, seconded by Cudo, to approve Skye Schuelke as Interim Finance Director at step one, effective July 1, 2025, until December 1, 2025, or upon the hire of a permanent Finance Director, whichever comes first. Motion carried.*

### Administrator Coordinator

Monthly Budget Report Form – Administration and Corp. Counsel

Administrative Coordinator Heath gave the monthly budget report form.

*Motion by Meyer, seconded by Willingham, to approve the Monthly Budget Report Form for Administration and Corp Counsel and forward to Finance. Motion carried.*

### Human Resources

Human Resources Report – A. Gudis presented a Human Resources Report informing the filled County positions and relevant policies.

*Motion by Meyer, seconded by Cudo, to put on the October meeting Agenda for discussion of the hiring policy. Motion carried.*

Discuss Possible Implementation of Satisfaction Survey – Discuss Implementation of a Satisfaction Survey.

The Committee agreed by consensus to have the HR Manager put together a Survey with questions and a 3<sup>rd</sup> party quote for the October meeting.

*Motion by Meyer, seconded by Cudo, to enter into closed session at 5:45 p.m. All responded yes.*

**CLOSED SESSION** announced by Chair

Negotiation of Finance Director employment offer: 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 6:08 p.m.

T. Cudo requested to meet in 2 weeks to discuss the Agenda Items (Hiring Policy, Lighthouse, and Corporation Council RFP on September 24, 2025, at 3:00 p.m.

**ADJOURN**

*Motion by Meyer, seconded by Cudo, to adjourn at 6:11 p.m.*