

**SAUK COUNTY BOARD OF SUPERVISORS
MEETING NOTICE/AGENDA**

COMMITTEE: **PERSONNEL AND INSURANCE COMMITTEE**
DATE: **Friday, August 14, 2020 TIME: 2:00 P.M.**
PLACE: West Square Building, Second Floor, Room 213
505 Broadway, Baraboo, WI

REASON FOR MEETING: **REGULAR**

This meeting is open to the public. However, in light of the COVID-19 pandemic, members of the public may wish to watch the meeting on streaming video, which can be found on the County's webpage at <https://www.co.sauk.wi.us/meetings>. No one should attend the meeting if they are experiencing COVID- or flu-like symptoms, have a fever, sore throat or recently experienced a loss of taste or smell. Masks are encouraged but not required. Social distancing of 6 feet is required.

- 1) Call to Order and Certify Compliance with Open Meetings Law.
- 2) Adopt Agenda.
- 3) Adopt Minutes of July Meeting.
- 4) Adopt Minutes of July Joint Finance and Personnel and Insurance Meeting.
- 5) Public Comment.
- 6) Communications.
- 7) ADRC - Discussion and Consideration of Immediate Recruitment and Hiring of Three (3) Dining Site Coordinators.
- 8) Finance Committee – Consideration and Approval of Immediate Recruitment and Hiring of One (1) Accounting Assistant Limited Term Employee (LTE) for Primary Purpose of Organizing Documentation Related to COVID-19 grants.
- 9) Human Services Committee – Discussion and Consideration of Immediate Recruitment and Hiring of One (1) full-time (1.0 FTE) Child Protective Services Social Worker.
- 10) Human Services Committee – Discussion and Consideration of Immediate Recruitment and Hiring of One (1) full-time (1.0 FTE) AODA credentialed Psychotherapist.
- 11) Discussion of Departmental 2021 Budget.
- 12) Department Updates:
 - a. Safety Report and Approval of Insurance Claims or Deductibles
 - b. Monthly Report
 - c. Vacant Position Audit Update
 - d. Employee Handbook Update
 - e. Review and Approval of Vouchers
 - f. Next Meeting
- 13) The committee will convene in closed session pursuant to the exemption contained in Wis. Stat. § 19.85 (1) (c) for the purpose considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

Interim Administrative Coordinator's request to recommend to the County Board the promotion of K. Hodges to the Human Resources Director position, effective immediately upon the approval of the Sauk County Board of Supervisors.

- 14) The Committee will reconvene in open session and take action on the closed session item stated above in Item 14.
- 15) Adjournment.

COPIES TO:

County Clerk B. Evert

Administrative Coordinator

Corporation Counsel

Personnel Committee: T.Bychinski/S. Gibson/C. Gruber/T. Spencer/S. Detter

Personnel Department, Accounting Department

DATE NOTICE POSTED AND MAILED: August 11, 2020

PREPARED BY: Personnel Department

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.