

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
June 13, 2014 – Room 213, West Square Building**

MEMBERS PRESENT: H. Netzing, C. Held, A. Lombard, M Dent

OTHERS PRESENT: C. Meister, K. Olson, M. Posewitz, J. Spencer, M. Stoddard, S. Pate, C. Bodendein, S. Muchow

EXCUSED: T. Meister

ORDER OF BUSINESS. The meeting was called to order by Lombard at 1:30 P.M. and was certified to be in compliance with the Open Meetings Law.

AGENDA. Motion by H. Netzing, second by C. Held, to adopt the agenda.

MINUTES. Motion by C. Held, second by M. Dent, to approve the May 5 2014, regular business meeting minutes as sent.

COMMUNICATIONS. None

ACCOUNTING INTERNAL PROMOTION. M. Posewitz presented information on behalf of K. Beghin regarding the internal promotion of the Accounting Supervisor position. Motion by C. Held, second by H. Dent, to internally promote D. Carignan into the vacant Accounting Supervisor position, with specific start date to be determined. H. Netzing-Nay. **Motion carried.**

ADRC LIMITED TERM EMPLOYEE. K. Olson appeared to request ability to extend the Program Specialist limited term employee an additional six months. Adequate funds have been allocated for the continuation of the limited term employee. Motion by H. Netzing, second by M. Dent, to extend the Program Specialist limited term employee as requested. **Motion carried.**

MIS TRAVEL REQUEST. S. Pate appeared for travel request in excess of 300 miles for two staff members to attend the National ESRI Conference in San Diego, California. Affiliated costs for the travel request have been allocated in the 2014 budget. Motion by H. Netzing, second by M. Dent, to approve the travel request as presented. **Motion carried.**

MIS INTERNAL PROMOTION. S. Pate appeared to request ability to internally promote J. Weber into vacant Support Technician position. The position has been vacant for a period of time to evaluate current staffing needs. Motion by M. Dent, second by C. Held, to approve the internal promotion as presented. **Motion carried.**

PUBLIC HEALTH PROJECT POSITION. C. Bodendein appeared to request ability to create a Nutritionist (project position) due to increased grant funding through the end of the year. The proposed project position would work with the WIC program. Motion by C. Held, second by M. Dent, to approve the Nutritionist (project position) as presented. **Motion carried.**

SHERIFF'S DEPARTMENT INTERNAL PROMOTION. Sheriff Meister appeared to request ability to internally promote M. Stoddard into the vacant Field Services Captain position effective July 1, 2014. Motion by M. Dent, second by H. Netzing, to approve the internal promotion of M. Stoddard to Field Services Captain as presented. **Motion carried.**

SHERIFF'S DEPARTMENT INTERNAL PROMOTION. Sheriff Meister appeared to request ability to internally promote J. Spencer into vacant Chief Deputy position effective July 1, 2014. Motion by M. Dent, second by C. Held, to approve internal promotion of J. Spencer to Chief Deputy as presented. **Motion carried.**

MISSION, VISION, GOALS. M. Posewitz presented information regarding Mission, Vision and Goals for the Personnel Department. There are several large projects and ongoing changes on the horizon including classification and compensation analysis, managing the health insurance programming, performance appraisal system and revisions to the Personnel Ordinance. Have eliminated several positions over the last few years, at some point need to evaluate adequate staffing levels. Motion by H. Netzing, second by A. Lombard, to approve the Mission, Vision and Goals as presented. **Motion carried.**

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, terminations, labor activities, EAP utilization and benefits information. Some of the employer portions of the Affordable Care Act were delayed until 2015. GHC is now providing on-site nursing care, wellness and other services for employees. The classification/compensation analysis is progressing and will have the final presentation for the Board in May. Posewitz presented the Committee with the monthly unemployment statistics and wellness program initiatives. Motion by A. Lombard, second by C. Held, to approve monthly report and pay invoices in the amount of \$1,034. **Motion carried.**

Motion by M. Dent, second by C. Held, to adjourn until Friday, July 11, 2014, at 1:30 p.m. for regular business meeting. **Motion carried.**

MEETING ADJOURNED AT 3:05 P.M.

Respectfully submitted,

Signed by: Henry Netzing, Secretary