

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING  
February 13, 2015 – County Board Gallery, West Square Building**

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

**OTHERS PRESENT:** M. Posewitz, L. Hasenbalg, S. Pate, J. Vosen, L. Grill, M. Goetz, J. Spencer, J. Miller, B. Orth, Media

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

**AGENDA.** Motion by A. Lombard, second by C. Held, to adopt the agenda. **Motion carried.**

**MINUTES.** Motion by C. Held, second by H. Netzing, to approve the January 16, 2015, regular business meeting minutes as sent.

**PUBLIC COMMENT.** L. Grill – Classification and Compensation Analysis, regarding credit for length of service. M. Goetz - Support of ratification of the WPPA L241 collective bargaining agreement.

**COMMUNICATIONS.** Letter from Supervisor Vedro

**RESOLUTION DESIGNATING AN INFORMATION SECURITY OFFICER AND ESTABLISHING AN INFORMATION SECURITY TEAM.** S. Pate appeared to present information with regard to the resolution and discussing security processes. Discussion ensued. Motion by H. Netzing, second by A. Lombard to approve the resolution as presented. **Motion carried.**

**MIS TRAVEL REQUEST.** S. Pate appeared to request ability for staff members to travel in excess of 300 miles to attend the ESRI User Conference in San Diego, California. Motion by M. Dent, second by C. Held, to approve the travel request as presented. **Motion carried.**

**HEALTH CARE CENTER INTERNAL PROMOTION.** J Vosen appeared to request ability to internally promote M. Corning into the vacant Billing Specialist. The position created through budget process. Motion by M. Dent, second by C. Held, to approve the internal promotion as requested. **Motion carried.**

**HEALTH CARE CENTER INTERNAL PROMOTION.** J Vosen appeared to request ability to internally promote R. Wilke-Ostrander, V. Ida, M. Lohr and Linda Kent into the vacant RN Supervisor positions. The positions were created through budget process. Motion by C. Held, second by M. Dent, to approve the internal promotions as requested. **Motion carried.**

**HEALTH CARE CENTER INTERNAL PROMOTION.** J Vosen appeared to request ability to internally promote J. Clements, S. Johansen, C. Johnson, M. Parkhurst, into vacant Cook positions. The positions were created through budget process. Motion by M. Dent, second by H. Netzing, to approve the internal promotions as requested. **Motion carried.**

**HEALTH CARE CENTER RESTORATIVE AIDE.** J. Vosen appeared to request ability to add duties of Restorative Aide to existing, vacant CNA position. The change will allow for improved care with the residents. Motion by A. Lombard, second by H. Netzing, to approve the Restorative Aide as presented. **Motion carried.**

**HUMAN SERVICES.** B. Orth appeared to correct rate of pay for Administrative Support Specialist position. The position should reflect a pay rate of B22. Motion by A. Lombard, second by H. Netzing, to correct the rate of pay as presented. **Motion carried.**

**RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT BETWEEN SAUK COUNTY AND WPPA L241.** M. Posewitz presented the tentative agreements reached between both parties. The agreements reached reflect the changes to WRS contributions, as well as the restructuring the wage schedule for Patrol and Detective to address recruitment and retention issues. Motion by C. Held, second by M. Dent, to approve the ratification of the collective bargaining agreement between Sauk County and WPPA L241. **Motion carried.**

**CLASSIFICATION AND COMPENSATION UPDATE.** The appeals process has been completed. Fox Lawson is working on a final report for distribution to the Committee. Discussion ensued. The wage structure as adopted

provides a sound basis for moving forward. The Board selected the method of implementation which moved employees to the step within the structure that provided an increase. All employees received some sort of wage increase upon implementation. Also, important to note was that the analysis reviewed the requirements of the position, not the incumbent currently occupying the position. Overall, the purpose of the Classification and Compensation Analysis was to construct one universal pay structure, address inequities and maintain competitiveness with the market. The Committee reached consensus the appeals portion of the analysis was completed.

**DISCUSSION OF STRATEGIC ISSUES.** Discussion ensued regarding possible strategic issues. Maintenance of the new wage structure, will discuss at future meeting.

**DEPARTMENTAL UPDATE.** M. Posewitz distributed the monthly activities report including meetings, recruitments, terminations, labor activities, EAP utilization and benefits information. GHC is planning to appear at a future Board Meeting to discuss future initiatives and the contract with the local clinic. Plan to move forward with the Health Risk Assessments (HRA) in January and February – GHC is preparing marketing materials. The focus continues to be implementation of the classification and compensation analysis and finalization of the appeals process. Additional discussion ensued regarding staffing issues and the necessity to potentially add a position within the department. Motion by M. Dent, second by C. Held to approve the monthly report and invoices. **Motion carried.**

Motion by A. Lombard, second by H. Netzing, to adjourn until March 13, 2015, at 1:30PM. **Motion carried.**

MEETING ADJOURNED AT 3:40 P.M.

*Respectfully submitted,*

*Signed by: Henry Netzing, Secretary*