

## JOINT FINANCE AND PERSONNEL COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Thursday, October 8, 2015

Finance Committee: Tommy Lee Bychinski, Wally Czuprynyko, Joan Fordham, Andrea Lombard and Marty Krueger

Personnel Committee: Michelle Dent, Carol Held, Andrea Lombard, Tim Meister and Henry Netzing

Others present: John Eric Allen, Kerry Beghin, Dan Brattset, Susan Blodgett, Cindy Bodendein, Dan Brattset, Brian Cunningham, Bill Degnan, John Dietz, Kim Gochanour, Tut Gramling, Lynn Horkan, Tom Kriegl, Janelle Krueger, Todd Liebman, Jessica Machovec, Chip Meister, Vicki Meister, Brentt Michalek, Steve Muchow, Bill Orth, Steve Pate, Michelle Posewitz, Matt Stieve, Peter Vedro and media

The meeting was called to order by Finance Committee Chairperson Bychinski at 1:30 PM. Certification of open meeting compliance was given. **Motion by Meister, second by Held to nominate Bychinski to serve as chair of the joint meeting. Motion by Netzing to nominate Krueger to serve as chair of the joint meeting, but Krueger declined. Motion carried for Bychinski to serve as chair.** Bychinski noted that non-committee member supervisors will have an opportunity to speak for three minutes.

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

Public Comment: T Kriegl commented on the jail.

Consideration of travel request in excess of 300 miles for staff member to attend the Nurse Family Partnership Training in Denver, Colorado. Warwick requested training attendance for Nurse Family Partnership required training. Funding is in budget. **Motion by Fordham, second by Krueger to approve. Motion carried.**

Discussion and consideration of reclassification requests associated with the compilation of the 2016 budget

A brief summary was provided by each department head.

Accounting/Administrative Coordinator/Personnel:

**Motion by Lombard, second by Netzing to approve reclass of 1.00 Administrative Analyst and 0.49 Human Resources LTE to 1.00 Management Analyst and 1.00 Human Resources Analyst. Motion carried.**

ADRC:

**Motion by Fordham, second by Krueger to approve the reclassification requests for the ADRC: Program Assistant to Program Specialist, Van Driver to Van Driver/Administrative Support, and Aging & Disability Specialist Lead to Aging & Disability Specialist. Motion carried.**

Clerk of Court:

**Motion by Czuprynyko, second by Lombard to approve reclass of the Account Technician. Motion carried.**

Conservation, Planning and Zoning: Lombard commented that the Personnel Committee voted at the last meeting not to act on the CPZ Director reclass at this time but revisit in six months if the need exists.

**Motion by Lombard, second by Czuprynyko to approve reclass of the Program Specialist. Motion carried.**

Health Care Center:

**Motion by Meister, second by Czuprynyko, to approve reclass of the Accounting Assistant Specialist, Certified Occupational Therapy Aide and Administrative/Admissions Coordinator. Motion carried.**

Human Services:

**Motion by Krueger, second by Fordham, to approve Administrative Support to Program Support Specialist, Administrative Assistant IV to Program Support Specialist, 2.00 Administrative Support to 2.00 Program Support Specialist, Adult Protective Services Social Worker part-time to full-time, Birth to Three Social Worker part-time to full-time, and Mental Health Coordinator part-time to full-time. Motion carried.**

Public Health:

**Motion by Czuprynyko, second by Held, to approve reclass of Systems Analyst to Quality Improvement Coordinator. Motion carried.**

Discussion and consideration of new position requests associated with the compilation of the 2016 budget

A brief summary was provided by each department head.

MIS – Systems Security Specialist:

**Motion by Netzinger, second by Fordham to approve this new position. Motion carried.**

Parks – Program Specialist:

**Motion by Meister, second by Netzinger to approve this new position. Motion carried.**

Sheriff's Department – Patrol Deputies:

**Motion by Fordham, second by Lombard to approve 2.00 Patrol Deputies. Motion carried.**

**Motion by Lombard, second by Bychinski to adjourn the meeting. Motion carried.**

Respectfully submitted,

Andrea Lombard  
Finance Committee Secretary

Henry Netzinger  
Personnel Committee Secretary