

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING  
May 17, 2016 – Room 213, West Square Building**

**MEMBERS PRESENT:** T. Meister, H. Netzing, T. Bychinski, D. Moore, J. Berlin

**OTHERS PRESENT:** R. Fry, M. Posewitz, C. Lehman, P. Vedro, J. Dietz, B. Michalek, D. O'Rourke, M. Krueger, T. Kriegl, D. Rieck

**ORDER OF BUSINESS.** The meeting was called to order by Meister at 4:05 P.M. and was certified to be in compliance with the Open Meetings Law.

**AGENDA.** Motion by H. Netzing, second by D. Moore, to adopt the agenda. **Motion carried.**

**PUBLIC COMMENT.** C. Lehman, J. Deitz, P. Vedro regarding reclassification request.

**RECONSIDERATION OF CONSERVATION PLANNING AND ZONING DIRECTOR RECLASSIFICATION.** R. Fry presented information to the committee regarding the reclassification process and the requirements of the existing position. The standards for reclassification should be significant or substantial change in job duties and documented as part of that questionnaire. The prior meeting did not include a review of the reclassification questionnaire, or supporting documentation. The action may not have been in compliance with the ordinance. B. Michalek presented and distributed information with regard to the reclassification request. Discussion ensued.

Motion by D. Moore, second by H. Netzing, to potentially reconsider reclassification of CPZ Director at a future meeting if the parameters in accordance with SCCO 13.20 have been met and all of the documentation received. **Motion carried.**

Additional discussion ensued regarding the reclassification and whether or not the request was made within the guidelines established in the Personnel Ordinance. There should be a documented progression of substantial changes in a position for a reclassification to be considered.

Timeline for reclassification review as follows:

June – Consideration and review of required and/or necessary documentation for reclassification.

July – Review reclassification documentation and possible action.

Motion by H. Netzing, second by D. Moore, to approve the plan of action for the reclassification request with list of required reclassification documentation to be reviewed in June; review position in July if parameters have been met. **Motion carried.**

Motion by H. Netzing, second by J. Berlin, to adjourn until date certain.

MEETING ADJOURNED AT 5:11PM

*Respectfully submitted,*

*Signed by: David Moore, Secretary*