

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
April 5, 2018 – Room 213, West Square Building**

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

OTHERS PRESENT: S. Blodgett, A. Bolin, M. Posewitz, L. Hasenbalg, S. Box, S. Boesl, A. Lombard

ORDER OF BUSINESS. The meeting was called to order by Meister at 8:15 A.M. and was certified to be in compliance with the Open Meetings Law.

EXCUSED: D. Moore

AGENDA. Motion by J. Berlin, second by T. Bychinski, to adopt the agenda. **Motion carried.**

MINUTES. Motion by T. Bychinski, second by H. Netzing, to approve the March 2, 2018, regular business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

ADRC LIMITED TERM SOCIAL WORKERS. S. Blodgett appeared to request two (2.0 FTE), limited term social workers for approximately seven months due to anticipated staffing shortages. The limited term positions would begin around June 1, 2018, and end by December 31, 2018. Motion by J. Berlin, second by H. Netzing, to approve the limited term social workers as presented. **Motion carried.**

ADRC LAKE DELTON ACTIVITIES COORDINATOR LIMITED TERM EMPLOYEE. S. Blodgett appeared to request an Activities Coordinator (limited term employee) for the Lake Delton site through December 31, 2018. The additional funding for the project was recently approved by the board. Continued feasibility of the position will be addressed as part of the 2019 budget process. Motion by J. Berlin, second by H. Netzing, to approve the limited term employee as presented. **Motion carried.**

HUMAN SERVICES RECLASSIFICATION. S. Box appeared to request ability to reclassify vacant Accounting Assistant to Billing Coordinator (Lead). The reclassification will result change the pay band from B23 to B24. Discussion ensued. Motion by J. Berlin, second by T. Bychinski, to approve the reclassification as presented. **Motion carried.**

HUMAN SERVICES INTERNAL PROMOTION. S. Box appeared to request ability to internally promotion A. Gnacinski into the vacant Billing Coordinator (Lead) position. Discussion ensued. Motion by T. Bychinski, second by H. Netzing, to approve the internal promotion as presented. **Motion carried.**

CLOSED SESSION PERFORMANCE APPRAISAL OF PERSONNEL DIRECTOR. Motion T. Meister, second by H. Netzing, to enter into closed session pursuant to Wis. Stat. § 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Roll call vote was taken: Meister-Aye, Netzing-Aye, Bychinski-Aye, Berlin-Aye. **Motion Carried.**

Motion by T. Bychinski, second by H. Netzing, to reconvene in open session. **Motion carried**

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, terminations, labor activities, workers compensation, insurance claims, EAP utilization, and benefits information. Provided updates regarding recruitment timelines for the Corporation Counsel and PH Director. Motion by J. Berlin, second by T. Bychinski, to approve the monthly report and invoices in the amounts of \$9,693 and \$6,553 as presented. **Motion carried.**

Motion by T. Bychinski, second by J. Berlin, to adjourn until date May 11, 2018, at 9:00AM. **Motion carried.**

MEETING ADJOURNED AT 9:54AM.

Respectfully submitted,

Signed by: David Moore, Secretary