

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
May 11, 2018 – Room 213, West Square Building**

MEMBERS PRESENT: T. Bychinski, S. Gibson, C. Gruber, T. McCumber, P. Rego

OTHERS PRESENT: M. Stoddard, A. Bolin, M. Posewitz, L. Hasenbalg, T. Hayes, J. Vosen, L. Wilson

ORDER OF BUSINESS. The meeting was called to order by Bychinski at 9:00 A.M. and was certified to be in compliance with the Open Meetings Law.

ELECTION OF OFFICERS:

T. Bychinski called for nominations from the members present for the office of Personnel Committee Chair. Motion by C. Gruber, second by T. McCumber, to nominate T. Bychinski for Personnel Committee Chair. Second Call for nominations. None. Third Call for nominations. None.

Motion by C. Gruber, second by T. McCumber, to close nominations and elect T. Bychinski Personnel Committee Chair. **Motion carried.**

T. Bychinski called for nominations from the members present for the office of Personnel Committee Vice-Chair. Motion by P. Rego, second by T. McCumber, to nominate S. Gibson, for the office of Vice-Chair. Second Call for nominations. None. Third Call for nominations. None.

Motion by P. Rego, second by T. McCumber, to close the nominations and elect S. Gibson, as Personnel Committee Vice-Chair. **Motion carried.**

T. Bychinski called for nominations from the members present for the office of Personnel Committee Secretary. Motion by S. Gibson, second by T. Bychinski, to nominate P. Rego, for the office of Secretary. Second call for nominations. None. Third call for nominations. None.

Motion by S. Gibson, second by T. Bychinski, to close the nominations and elect P. Rego, Personnel Committee Secretary. **Motion carried.**

REGULAR MEETING DATE AND TIME. The regular meeting will be the second Friday of the month beginning at 1:00PM, unless otherwise noted.

AGENDA. Motion by C. Gruber, second by S. Gibson, to adopt the agenda. **Motion carried.**

MINUTES. Motion by T. Bychinski, second by T. McCumber, to approve the April 5, 2018, regular business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

CONSERVATION PLANNING AND ZONING OUT OF CLASS PAY. L. Wilson appeared to request ability to provide out of class pay through December 31, 2018, for B. Simmert. The department is currently working on adjusting the structure of the office. Discussion ensued. Motion by T. McCumber, second by P. Rego, to approve the out of class pay as requested. **Motion carried.**

HEALTH CARE CENTER INTERNAL PROMOTION. J. Vosen appeared to request ability to internally promote M. Thayer into a vacant Cook position. Motion by C. Gruber, second by S. Gibson, to approve the internal promotion as presented. **Motion carried.**

PUBLIC HEALTH OUT OF CLASS PAY REQUEST. T. Hayes appeared to request ability to provide out of class pay through November 2, 2018, for the Deputy Director during the period of transition within the department. Discussion ensued. Motion by P. Rego, second by S. Gibson, to approve the out of class pay request as presented. **Motion carried.**

PUBLIC HEALTH OUT OF CLASS PAY REQUEST. T. Hayes appeared to request ability to provide out of class pay for an EH Technician through December 31, 2018. The individual has been performing most of the same duties as other Sanitarians within the office. The department is planning to reclassify the position as part of the budget process. Motion by T. Bychinski, second by P. Rego, to approve the out of class pay request as presented. **Motion carried.**

MEMORANDUM OF UNDERSTANDING WPPA L241 12 HOUR SHIFTS. M. Stoddard and M. Posewitz presented the Memorandum of Understanding (MOU) between Sauk County and WPPA L241 regarding 12 hours shifts for the Patrol Division. The MOU is a pilot program for a period of two years, to be evaluated every six months by both parties. Discussion ensued. Motion T. McCumber, second by C. Gruber, to approve the Memorandum of Understanding between Sauk County and WPPA L241 as presented. **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 future items

including the budget process, management training, updates to Personnel Ordinance and policies. Motion by S. Gibson, second by C. Gruber, to approve the monthly report and invoices in the amounts of \$9,693 and \$6,553 as presented. **Motion carried.**

Motion by P. Rego, second by T. McCumber, to adjourn until June 8, 2018, at 1:00PM. **Motion carried.**

MEETING ADJOURNED AT 9:42AM.

Respectfully submitted,

Signed by P. Rego, Secretary