

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
July 17, 2018 – Room 213, West Square Building**

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

OTHERS PRESENT: M. Posewitz, L. Hasenbalg, A. Bolin, Media

ORDER OF BUSINESS. The meeting was called to order by Bychinski at 4:30P.M. and was certified to be in compliance with the Open Meetings Law.

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

MINUTES. Motion by C. Gruber, second by S. Gibson, to approve the June 21, 2018, business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

CONSIDERATION OF REPEALING AND RECREATING SAUK COUNTY CODE OF ORDINANCES CHAPTER 13. M. Posewitz presented the final version of Chapter 13, Sauk County Code of Ordinances, the Personnel Ordinance. The ordinance has not had a comprehensive rewrite since 1999. Additional discussion ensued regarding clarification of language and correction of inconsistencies and other issues. Motion by S. Gibson, second by P. Rego, to approve the repeal and recreate of Sauk County Code of Ordinances, Chapter 13 as presented, with the words "for cause" added to Section 13.009(4). C. Gruber-Nay. T. McCumber-Nay. **Motion carried.**

EMPLOYEE POLICIES AND PROCEDURES. M. Posewitz presented updates to the current employee policies and procedures manual. The document is a work in progress and anticipate additional changes in the future. Discussion ensued. Motion by C. Gruber, second by S. Gibson, to approve updates to the employee policies and procedures manual as presented. **Motion carried.**

BUDGET FOR 2019. M. Posewitz presented the preliminary departmental budget request for 2019. Overall, line items were decreased where possible, systematically reviewed all programmatic areas. Discussion ensued. No Action Taken.

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, attrition, labor activities, workers compensation, insurance claims, EAP utilization, and benefits information. Provided updates regarding future items including the budget process and management training. Motion by S. Gibson, second by C. Gruber, to approve the monthly report and invoices in the amount of \$1651.03, as presented. **Motion carried.**

Motion by P. Rego, second by T. McCumber, to adjourn until July 30, 2018, at 4:30PM. **Motion carried.**

MEETING ADJOURNED AT 5:40 PM.

Respectfully submitted,

Signed by P. Rego, Secretary