

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
September 14, 2018 – Room 213, West Square Building**

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

EXCUSED: C. Gruber

OTHERS PRESENT: M. Posewitz, L. Hasenbalg, S. Blodgett, L. Wilson

ORDER OF BUSINESS. The meeting was called to order by Bychinski at 2:00P.M. and was certified to be in compliance with the Open Meetings Law.

AGENDA. Motion by P. Rego, second by S. Gibson, to adopt the agenda. **Motion carried.**

MINUTES. Motion by P. Rego, second by S. Gibson, to approve the August 21, 2018, business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

ADRC INTERNAL PROMOTION. S. Blodgett appeared to request ability to internally promote S. Ackermann into the vacant position of Van Driver/Administrative Support. Discussion ensued. Motion by S. Gibson, second by P. Rego, to approve the internal promotion as presented. **Motion carried.**

ADRC INTERNAL PROMOTION. S. Blodgett appeared to request ability to internally promote L. Johnson into the vacant position of Lead Dining Center Coordinator. Discussion ensued. Motion by S. Gibson, second by P. Rego, to approve the internal promotion as presented. **Motion carried.**

CPZ TITLE CHANGES. L. Wilson appeared to request ability to revise the titles of Project Director to Conservation Engineering Technician, Program Assistant to CPZ Program Specialist, Conservation Coordinator to Education Coordinator and Environmental Specialist to Conservation Technician. The department is currently evaluating internal structure as well as job duties. Motion by S. Gibson, second by T. McCumber, to approve the position titles as presented. **Motion carried.**

HUMAN SERVICES CREATION OF PEER SUPPORT SPECIALIST (PROJECT). M. Posewitz presented request on behalf of Human Services to eliminate the prior recovery project position that was previously approved as part of the MAT grant. The needs of the department have changed. Human Services is requesting the ability to eliminate the prior grant position and create an additional Peer Support Specialist. Discussion ensued. Motion by S. Gibson, second by P. Rego, to approve the Peer Support Specialist (project position) as requested. **Motion carried.**

HUMAN SERVICES TITLE CHANGES. M. Posewitz presented request on behalf of Human Services to revise the titles of Economic Support Technician to Economic Support Specialist, and Juvenile Justice Supervisor to Youth Justice Supervisor. Discussion ensued. Motion by T. McCumber, second by S. Gibson, to approve the title changes for Human Services as presented. **Motion carried.**

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, attrition, workers compensation, insurance claims, EAP utilization, and benefits information. Provided additional updates regarding future items including the budget process and management training (FMLA and general supervisory practices). Currently reviewing an additional voluntary deferred compensation plan for possible implementation to provide additional options for current participants. The Employee Wellness Fair was rescheduled for October. Motion by S. Gibson, second by P. Rego, to approve the monthly report and invoices in the amount of \$3,733.42 as presented. **Motion carried.**

Motion by P. Rego, second by S. Gibson, to adjourn until October 5, 2018, at 2:00PM. **Motion carried.**

MEETING ADJOURNED AT 2:43 PM.

Respectfully submitted,

Signed by P. Rego, Secretary