

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
March 8, 2019 – Room 213, West Square Building**

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

OTHERS PRESENT: B. Evert, A. Bolin, M. Posewitz, L. Hasenbalg, C. Spencer

ORDER OF BUSINESS. The meeting was called to order by Bychinski at 2:00PM 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 C. Gruber, second by P. Rego, to approve the February 8, 2019, regular business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT.

COMMUNICATIONS.

PUBLIC HEALTH TITLE CHANGE. M. Posewitz appeared on behalf of the Public Health Director to request the ability to change the title of Home Health Aide to Public Health Aide. Motion by C. Gruber, second by P. Rego, to approve the title change as presented. **Motion carried.**

PUBLIC HEALTH INTERNAL PROMOTION. M. Posewitz appeared on behalf of the Public Health Director to request the ability to internally promote L. Triggs into the vacant Public Health Aide position. Motion by S. Gibson, second by P. Rego, to approve the internal promotion as presented. **Motion carried.**

PRELIMINARY DISCUSSION 2020 BUDGET. A. Bolin appeared to discuss the preliminary budget process for 2020. Discussion ensued.

ANNUAL REPORT FOR 2018. M. Posewitz presented the Annual Report for 2018. The department has added several programs including training/development program, tracking additional metrics, employee on-boarding, recruitment branding efforts, and updates to ordinance, employee handbook, safety manual.

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, attrition, workers compensation, insurance claims, EAP utilization, and benefits information. Discussed additional review of the ordinance and employee handbook. The broker will appear on April 5 to discuss self-insurance and other options. Motion by C. Gruber, second by S. Gibson, to approve the monthly report and invoices for \$11,318.86, as presented. **Motion carried.**

Motion by S. Gibson, second by T. McCumber, to adjourn until April 5, at 2:00PM. **Motion carried.**

MEETING ADJOURNED AT 3:25PM.

Respectfully submitted,

Signed by P. Rego, Secretary