

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
September 4, 2020 – Room 213, West Square Building**

MEMBERS PRESENT: T. Bychinski, C. Gruber, S. Gibson

OTHERS PRESENT: K. Hodges, D. Bretl, A. Olson, P. Gavinski, I. Crammond

MEMBERS ABSENT: S. Detter, T. 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 C. Gruber, second by S. Gibson, to amend the agenda to move #10 and #11 to after #4. **Motion carried.**

MINUTES. Motion by S. Gibson, second by C. Gruber, to adopt the August Meeting Minutes. **Motion carried.**

CLOSED SESSION MINUTES. Motion by C. Gruber, second by S. Gibson, to adopt the August Closed Session Meeting Minutes. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

INTERNAL PROMOTION FOR THE CHILD SUPPORT PROGRAM SPECIALIST POSITION. A. Olson presented information regarding the vacancy and qualifications of the internal candidate. No fiscal impact. Motion by C. Gruber, second by T. Bychinski to approve the internal promotion. **Motion carried.**

IMMEDIATE RECRUITMENT OF A BUILDING SERVICES CUSTODIAN LIMITED TERM EMPLOYEE (LTE.) I. Crammond presented information requesting a Custodian LTE to assist with cleaning of the facilities due to COVID-19. Position is partially grant funded. Motion by C. Gruber, second by S. Gibson to approve the immediate hiring of a LTE Custodian. **Motion carried.**

IMMEDIATE RECRUITMENT OF A HIGHWAY CUSTODIAN LIMITED TERM EMPLOYEE (LTE.) P. Gavinski presented information requesting a Custodian LTE to assist with cleaning of the facilities and shops due to COVID-19. Position is partially grant funded. Motion by S. Gibson, second by C. Gruber to approve the immediate hiring of a LTE Custodian. **Motion carried.**

EXEMPTION OF SELECT HIGHWAY POSITIONS FROM SAUK COUNTY'S EMERGENCY FAMILY AND MEDICAL LEAVE EXPANSION POLICY. P. Gavinski presented information requesting the exemption of Highway Operators 1, 2, and 3, Patrol Superintendents, Mechanics, Mechanic Helpers, Welders, Assistant Shop Supervisor, Shop Supervisor, Operations Manager, and the Highway Commissioner from the FFCRA expanded leave policy due to the public works exemption under the FFCRA. Motion by S. Gibson, second by C. Gruber to approve the amended policy. **Motion carried.**

ALLOWING SAUK COUNTY EMPLOYEES TO WORK AS POLL WORKERS FOR THE NOVEMBER ELECTION. K. Hodges presented information from the County Clerk requesting Sauk County employees to work as poll workers for the November election, due to the drastic decrease in poll workers and the unknown with the ability of the National Guard to assist. Discussion ensued. **Motion Tabled until the October Meeting.**

DEPARTMENTAL UPDATE.

K. Hodges presented the monthly workers compensation, insurance claims, and deductibles report; highlighting the possibility of conducting respirator fit testing in house. Then the monthly activities report was presented including meetings, benefits, recruitments, attrition, EAP utilization, metrics, and other training information. The departmental budget was discussed. Update on COVID items, budget items, and progress was made on the review of a timekeeping system. Motion by C. Gruber, second by S. Gibson, to approve the monthly reports, deductibles, and invoices as presented. **Motion carried.**

Motion by C. Gruber, second by S. Gibson to adjourn until October 5, 2020 at 5:00PM. **Motion carried.**

MEETING ADJOURNED AT 2:27 PM.

Respectfully submitted,

Signed by S. Gibson, Secretary