

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING  
November 2, 2020 – County Board Room, West Square Building**

**MEMBERS PRESENT:** T. Bychinski, C. Gruber, S. Gibson, T. Spencer, S. Detter

**OTHERS PRESENT:** E. Geoghegan, K. Hodges, J. Ireland, J. Jelinek, B. Miller

**ORDER OF BUSINESS.** The meeting was called to order by Bychinski at 5:00PM and was certified to be in compliance with the Open Meetings Law.

**AGENDA.** Motion by T. Spencer, second by C. Gruber, to approve the agenda as amended. **Motion carried.**

**PUBLIC COMMENT.** None.

**COMMUNICATIONS.** None.

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

**SEPTEMBER JOINT FINANCE MINUTES.** Motion by S. Gibson, second by T. Spencer, to adopt the October Meeting Minutes. **Motion carried.**

**PRESENTATION BY M3 INSURANCE SOLUTIONS – WELLNESS PROGRAMS AND INITIATIVES.** J. Ireland from M3 presented information regarding different forms of wellness programs as well as trends in the wellness industry. Discussion ensued. Motion by C. Gruber, second by S. Detter to look into the different types of wellness programs and what may be best for Sauk County. **Motion carried.**

**TITLE CHANGE OF EMERGENCY MANAGEMENT PROGRAMS COORDINATOR TO EMERGENCY MANAGEMENT DEPUTY DIRECTOR.** J. Jelinek presented information regarding the need and desire for a title change. Motion by C. Gruber, second by T. Spencer to approve the title change. **Motion carried.**

**EXTENDING THE OVERTIME EXEMPTIONS FOR PUBLIC HEALTH DUE TO COVID-19.** K Hodges and J. Jelinek presented information regarding the request for additional overtime exemptions for Public Health. Discussion ensued. Motion by T. Spencer, second by C. Gruber to table the discussion to a special November 10 meeting after more information was gathered. **Motion carried.**

**RECLASSIFYING THE VACANT REAL PROPERTY LISTER/DEPUTY TREASURER TO REAL PROPERTY SPECIALIST.** K. Hodges and E. Geoghegan presented information regarding the departmental restructuring. Motion by C. Gruber, second by S. Gibson to approve the reclassification to a Real Property Specialist. **Motion carried.**

**INTERNAL PROMOTION FOR THE ADMINISTRATIVE SPECIALIST.** B. Miller and K. Hodges presented information regarding the office structure and internal limited term employee who is qualified to step into the role. Motion by C. Gruber, second by S. Detter to approve the internal promotion for Administrative Specialist. **Motion carried.**

**DEPARTMENTAL UPDATE.**

K. Hodges presented the monthly workers compensation, insurance claims, and deductibles report; highlighting the insurance renewals. Motion by S. Gibson, second by T. Spencer to approved the deductibles for October. **Motion carried.**

K. Hodges presented the monthly activities report including meetings, benefits, recruitments, attrition, EAP utilization, metrics, and other training information. Update on legal compliance, employee appreciation, and active recruitments. Motion by C. Gruber, second by S. Gibson, to approve the monthly reports, deductibles, and invoices as presented. **Motion carried.**

Motion by S. Gibson, second by T. Spencer to adjourn until December 14, 2020 at 5:00PM. **Motion carried.**

MEETING ADJOURNED AT 6:33 PM.

*Respectfully submitted,*

*Signed by S. Gibson, Secretary*