

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
April 5, 2021 – Room 213, West Square Building**

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

OTHERS PRESENT: E. Geoghegan, K. Hodges, S. Pate

MEMBERS ABSENT: S. Detter

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

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

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

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

INTERNAL PROMOTION TO REAL PROPERTY LISTER. E. Geoghegan presented information regarding an internal employee who has been serving as the Real Property Lister since the last Lister left. Discussion ensued. Motion by C. Gruber, second by T. Spencer, to internally promote to Real Property Lister. **Motion carried.**

RESOLUTION APPROVING THE TRANSFER OF THE REAL PROPERTY LISTER PERSONNEL, BUDGET, AND FUNCTIONS FROM THE COUNTY TREASURER TO THE MANAGEMENT INFORMATION SYSTEMS DEPARTMENT, AND AMENDING THE 2021 BUDGET FOR THIS TRANSFER. S. Pate presented information regarding the transition of the Real Property Lister functions from the Treasurer's Office to the MIS Department. Discussion ensued. Motion by S. Gibson, second by C. Gruber, to approve the resolution. **Motion carried.**

DEPARTMENTAL UPDATE.

K. Hodges presented the monthly workers compensation, insurance claims, and deductibles report; highlighting the deductibles, annual training, and upcoming safety team meeting. Motion by C. Gruber, second by S. Gibson, to approve the monthly report and deductibles. **Motion carried.**

K. Hodges presented the monthly activities report including meetings, benefits, recruitments, attrition, EAP utilization, metrics, and other training information. Highlighting on the 2022 budget process, COVID updates, and ordinance updates. Motion by S. Gibson, second by T. Spencer, to approve the monthly reports, deductibles, and invoices as presented. **Motion carried.**

Motion by C. Gruber, second by S. Gibson to adjourn until May 3, 2021 at 5:00PM. **Motion carried.**

MEETING ADJOURNED AT 5:17 PM.

Respectfully submitted,

Signed by S. Gibson, Secretary