

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
DECEMBER 13, 2021 – ROOM 213, WEST SQUARE BUILDING**

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

OTHERS PRESENT: K. Hazard, B. Miller, T. Stewart, E. Van Den Heuvel, L. Wilson

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 S. Detter, second by T. Spencer, to approve the agenda. **Motion carried.**

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

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

EXTENDING THE OUT OF CLASS PAY FOR A PLANNING AND ZONING TECHNICIAN. L. Wilson presented the reasoning for a continued extension of out of class pay. Discussion ensued. Motion by T. Spencer, second by C. Gruber to extend the out of class pay until training is completed. **Motion carried.**

RECLASSIFYING THE VACANT PARKS AND RECREATION ASSISTANT FROM HA12 to HB22. L. Wilson presented information regarding the need for reclassification. Discussion ensued. Motion by S. Detter, second by C. Gruber to reclassify the vacant Parks and Recreation Assistant. **Motion carried.**

RESOLUTION TO AUTHORIZE THE CREATION OF ONE FULL-TIME HEALTH EDUCATOR POSITION AND TO AMEND THE 2022 BUDGET. T. Stewart presented information regarding the need for the position and funding sources. Discussion ensued. Motion by C. Gruber, second by S. Detter to approve the resolution as proposed. **Motion carried.**

MARKET ADJUSTMENT FOR PATROL, DETECTIVE, AND COURT SECURITY SERGEANTS FROM AN 8C42 to 8C43 EFFECTIVE JANUARY 1, 2022. K. Hazard presented information regarding the need for market adjustment and dollars already being present in the budget. Discussion ensued. Motion by S. Detter, second by C. Gruber to approve the market adjustment as proposed effective January 1, 2022. **Motion carried.**

RESOLUTION TO APPROVE THE LIABILITY, PROPERTY, AND WORKERS COMPENSATION COVERAGE, INSURANCE, CARRIER, AND PREMIUMS FOR 2022. K Hazard presented information regarding the insurance providers and rates for 2022. Discussion ensued. Motion by S. Gibson, second by T. Spencer to approve the resolution as proposed. Bychinski-Aye, Detter-Aye, Gibson-Aye, Gruber-Abstain, Spencer-Aye. **Motion carried.**

DEPARTMENTAL UPDATE.

K. Hodges presented the monthly workers compensation, insurance claims, and deductibles report, highlighting the resignation and recruitment for a new HR Safety Coordinator. Discussion around having that role be CSR certified.

K. Hodges presented the monthly activities report including meetings, benefits, recruitments, attrition, EAP utilization, metrics, and other training information. Highlighting on the recruitment struggles and property policy. Motion by C. Gruber, second by T. Spencer, to approve the monthly reports, deductibles, and invoices as presented. **Motion carried.**

It is anticipated that the Personnel and Insurance Committee may enter into closed session pursuant to Wis. Stats. S. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Topic: WPPA Negotiations). A roll call vote will be taken to go into closed session and to return to open session.

Motion by S. Gibson, second by C. Gruber to go into closed session. Roll Call: Gruber-Aye, Detter-Aye, Gibson-Aye, Bychinski-Aye, Spencer-Aye. Committee entered into closed session. No action was taken during closed session.

Motion by S. Gibson, second by C. Gruber to adjourn until January 3, 2022 at 5:00PM. **Motion carried.**

MEETING ADJOURNED AT 6:08 PM.

Respectfully submitted,

Signed by S. Gibson, Secretary