

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
FEBRUARY 7, 2022 – ROOM 213, WEST SQUARE BUILDING**

MEMBERS PRESENT: T. Bychinski, S. Detter, C. Gruber, S. Gibson- arrived 5:04, T. Spencer

OTHERS PRESENT: B. Desmond, E. Greenwood, K. Hazard

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 S. Detter, to approve the amended agenda. **Motion carried.**

JANUARY MINUTES. Motion by C. Gruber, second by T. Spencer, to adopt the January Meeting Minutes. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

ALLOW THE INTERIM DIRECTOR OF NURSING TO EXCEED THE MAXIMUM VACATION HOURS WHILE INTERIM AND FOR THREE MONTHS AFTER INTERIM STATUS IS COMPLETED. K. Hazard presented information regarding the workload the interim director of nursing is facing and the timeline to transition out. Discussion ensued. Motion by C. Gruber, second by T. Spencer to allow the Interim Director of Nursing to exceed the maximum vacation hours while interim and for three months after interim status is completed. **Motion carried.**

ALLOW THE ADMISSIONS COORDINATOR TO EXCEED THE MAXIMUM VACATION HOURS FOR THREE MONTHS AFTER ANNIVERSARY DATE. K. Hazard presented information regarding the workload the admissions coordinator has assisted with during this transition. Discussion ensued. Motion by C. Gruber, second by T. Bychinski to allow the Admissions Coordinator to exceed the maximum vacation hours for three months after their anniversary date. **Motion carried.**

RECLASSIFY THE VACANT LEAD ASSISTANT CORPORATION COUNSEL TO ASSISTANT CORPORATION COUNSEL. B. Desmond presented information regarding his recent recruitment and plans for the future of the department. Discussion ensued. Motion by S. Detter, second by C. Gruber to reclassify the vacant lead assistant corporation counsel to assistant corporation counsel. **Motion carried.**

COURTHOUSE SECURITY POLICY WITHIN THE SAUK COUNTY EMPLOYEE HANDBOOK. K. Hazard presented information regarding the policy. Discussion ensued. Motion by S. Detter, second by C. Gruber to postpone this topic until the next meeting. **Motion carried**

DEPARTMENTAL UPDATE.

K. Hazard presented the monthly workers compensation, insurance claims, and deductibles report, highlighting the OSHA log and training the new HR Safety Coordinator.

K. Hazard presented the monthly activities report including meetings, benefits, recruitments, attrition, EAP utilization, metrics, and other training information.

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 and (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Topic: Equal Rights Division Case No. CR202001277 / EEOC Charge No. 26G202000853C). 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. Motion by S. Gibson, second by C. Gruber to recommend to the County Board to settle for \$11,500 on Equal Rights Division Case No. CR202001277 / EEOC Charge No. 26G202000853C. **Motion carried.** Motion by C. Gruber, second by S. Gibson to return to open session. Roll Call: Gruber-Aye, Detter-Aye, Gibson-Aye, Bychinski-Aye, Spencer-Aye. Committee returned to open session.

Motion by S. Gibson, second by C. Gruber to adjourn until March 7, 2022 at 5:00PM. **Motion carried.**

MEETING ADJOURNED AT 5:52 PM.

Respectfully submitted,

Signed by S. Gibson, Secretary