

**SAUK COUNTY BOARD OF SUPERVISORS  
MEETING NOTICE/AGENDA**

**COMMITTEE:** **PERSONNEL AND INSURANCE COMMITTEE**  
**DATE:** **Monday, September 11, 2023 TIME: 5:00PM**  
**PLACE:** West Square Building, Second Floor, Room 213  
505 Broadway, Baraboo, WI

*A quorum may be present consisting of members of the Aging & Disability Resource Center and Veterans Service Office Committee; Board of Health; Economic Development Committee; Executive & Legislative Committee; Extension Education, Arts & Culture Committee; Finance Committee; Health Care Center Board of Trustees; Highway Committee; Human Services Board; Land Resources & Environment Committee; Law Enforcement & Judiciary Committee; Personnel & Insurance Committee and Property Committee. No governing body will exercise any responsibilities, authority or duties except for the Personnel & Insurance Committee. It is possible that a quorum on county board members will be at this meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the County Board pursuant to State ex rel Badke v. Greendale Village Board, Wis 2d 553, 494 n.w.2d 408 (1993), and must be noticed as such, although the County Board will not take any formal actions at this meeting. It is also possible that there may be quorums of other County Board Committee present, although those committee will not take any formal action at this meeting.*

**REASON FOR MEETING:** **REGULAR**

- 1) Call to Order and Certify Compliance with Open Meetings Law.
- 2) Adopt Agenda.
- 3) Adopt Minutes of Previous Meeting(s).
- 4) Public Comment.
- 5) Communications.
- 6) Discussion and Possible Action on the Resolution for to Accept the USDA-NRCS Cooperative Conversation Agreement Grant, Authorize the Creation of a Full-Time Conservation Specialist and to Amend the 2023 Land Resources and Environment Budget.
- 7) Discussion and Possible Action on Physical Therapist – Birth to 3 Position.
- 8) Discussion and Possible Action on Office Manager Position in Building Services.
- 9) Discussion and Possible Action to Hire Lisa Vodak for the Software Specialist Position as of October 1, 2023.
- 10) Discussion and Possible Action on Veterans Receptionist Position in Veterans Services.
- 11) Discussion and Possible Action to Allow Environmental Services Assistant K. Jackson to Exceed the Maximum Vacation Hours for Three Months After Anniversary Date.
- 12) Discussion and Possible Action to Approve Updates to the Sauk County Employee Handbook Policies and Procedures.
- 13) Discussion and Possible Action on the Resolution for Approving McGrath Human Resources Group, Inc. Classification and Compensation Final Report.
- 14) Department Updates
  - a. WC/Safety/Risk Management Report
  - b. Benefits Report
  - c. Department Report
  - d. Budget Report
  - e. Monthly Invoices
- 15) 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.
- 16) Next Meeting.
- 17) Adjournment.

**COPIES TO:**

County Clerk B. Evert  
Administrator B. Miller  
Corporation Counsel B. Desmond  
Personnel Committee: C. Gruber/T. Spencer/P. Kinsman/R. Prosser/J. Roxen  
Personnel Department, Accounting Department

DATE NOTICE POSTED AND MAILED: September 6, 2023

PREPARED BY: Personnel Department

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.