

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES
February 5, 2024 – ROOM 213, WEST SQUARE BUILDING**

Members Present: Carl Gruber, Terry Spencer, Peter Kinsman, Jake Roxen

Members Absent: Robert Prosser

Others Present: Anna Cooke, Sierra Fierro-Fuhrman, Theresa Dietz, Margaret Connors, Brent Miller

At 5:00 p.m., Chair Gruber called the Personnel and Insurance Committee meeting to order and certified compliance with the open meetings law.

Adopt Agenda: Motion to adopt agenda by Spencer, 2nd by Kinsman. Motion carried.

Adopt Minutes from Previous Meeting: Motion by Roxen, 2nd by Kinsman to approve the minutes from the January 8, 2024 meeting.

Public comment: None.

Communication: None.

6) Discussion and Possible Action on Highway Department positions: Assistant Shop Superintendent, Crew Leader, Highway Operator II, Highway Operator III, Mechanic, Paint/Body Technician, and Welder/Fabricator in starting employees at step 4 based on the CDL requirement. Cooke presented the request to change the starting wage to step 4 of the new pay scale for Highway Department positions with a CDL requirement effective January 1, 2024. Discussion followed. Motion by Spencer, 2nd by Kinsman to approve of Assistant Shop Superintendent, Crew Leader, Highway Operator II, Highway Operator III, Mechanic, Paint/Body Technician, and Welder/Fabricator starting at step 4 on the wage scale effective January 1, 2024. **Motion carried unanimously.**

7) Discussion and Possible Action on Sauk County Health Care Center Incentives for Current Employees. Cooke presented the proposed incentives for current Sauk County Health Care Center employees. Discussion followed. Motion by Kinsman, 2nd by Roxen to approve of the proposed incentives for Health Care Center staff effective February 4, 2024: \$2.00 per hour increase for all hourly positions plus a \$2.00 per hour increase to current hourly shift differentials; \$3,500 payment for each salaried employee through July 6, 2024, and an additional \$3,000 payment after July 6, 2024, through the last day the Sauk County Health Care Center is operated by Sauk County. **Motion carried unanimously.**

8) Discussion and Possible Action on Resolution Authorizing the Acquisition of a Learning Management System from TalentLMS. Item held until March committee meeting.

Department Updates:

Cooke gave an update and overview of the projects and updates for the Personnel Department including new projects underway for 2024. Motion by Kinsman, 2nd by Spencer to approve the invoices and reports, and actions taken. **Motion Carried.**

Next meeting date(s) and agenda items: March 4, 2024, at 5:00pm for joint meeting of Finance and Personnel and Insurance Committees; Personnel and Insurance Committee regular meeting to take place upon conclusion of joint meeting.

Adjourn: Motion to adjourn at 5:18pm by Kinsman, 2nd by Roxen. **Motion Carried.**

Respectfully submitted,

Peter Kinsman, Personnel & Insurance Committee Secretary