

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES  
March 4, 2024 – ROOM 213, WEST SQUARE BUILDING**

**Members Present:** Terry Spencer, Peter Kinsman, Jake Roxen

**Members Absent:** Carl Gruber, Robert Prosser

**Others Present:** Anna Cooke

At 5:30 p.m., Vice Chair Spencer called the Personnel and Insurance Committee meeting to order and certified compliance with the open meetings law.

**Adopt Agenda:** Motion to adopt agenda by Kinsman, 2<sup>nd</sup> by Roxen. Motion carried.

**Adopt Minutes from Previous Meeting:** Motion by Kinsman, 2<sup>nd</sup> by Roxen to approve the minutes from the February 5, 2024 meeting.

**Public comment:** None.

**Communication:** None.

**6) Discussion and Possible Action on Resolution Authorizing the Acquisition of a Learning Management System from TalentLMS.** Cooke presented the resolution to acquire a Learning Management System from TalentLMS. Discussion followed. Motion by Kinsman, 2<sup>nd</sup> by Roxen to approve of the resolution authorizing the acquisition of a Learning Management System from TalentLMS. **Motion carried unanimously.**

**7) Discussion and Possible Action to Allow the Health Care Center Employees to Exceed the Maximum Vacation Hours until August 1, 2024.** Cooke presented the request to allow for Health Care Center employees to exceed the maximum vacation hours until August 1, 2024. incentives for current Sauk County Health Care Center employees. Discussion followed. Motion by Kinsman, 2<sup>nd</sup> by Roxen to allow all Health Care Center employees to exceed the maximum vacation hours until at least August 1, 2024. **Motion carried unanimously.**

**Department Updates:**

Cooke provided the Personnel Department's 2023 Annual Report and consideration to carryforward funds from 2023 to 2024. Monthly safety, benefits, department and budget reports were presented. Motion by Kinsman, 2<sup>nd</sup> by Roxen to approve the invoices and reports, and actions taken. **Motion Carried.**

**Next meeting date(s) and agenda items:** April 1, 2024, at 5:00pm

**Adjourn:** Motion to adjourn at 5:48pm by Kinsman, 2<sup>nd</sup> by Roxen. **Motion Carried.**

Respectfully submitted,

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Peter Kinsman, Personnel & Insurance Committee Secretary