

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

**COMMITTEE:** PERSONNEL AND INSURANCE COMMITTEE  
**DATE:** Friday, December 6, 2019 **TIME:** 2:00 P.M.  
**PLACE:** Room 213, West Square Building  
505 Broadway, Baraboo, WI

**REASON FOR MEETING:** REGULAR

- 1) Call to Order and Certify Compliance with Open Meetings Law.
- 2) Adopt Agenda.
- 3) Adopt minutes of previous meeting.
- 4) Public Comment.
- 5) Communications.
- 6) Health – Consideration and Discussion of Internal Promotion of Quality Improvement Coordinator.
- 7) Highway – Consideration and Discussion of Market Adjustments for Classifications of Mechanic, Mechanic's Helper, and Welder.
- 8) Human Services – Consideration and Discussion of Market Adjustments for Classifications of Juvenile Justice Supervisor, Child Protective Services Supervisor, and Business Administrative Services Manager.
- 9) LRE – Consideration of Title Changes for Program Assistant, Director, Parks Director.
- 10) Consideration and Discussion of Resolution for Property, Liability, and Workers Compensation Insurances for 2020.
- 11) Consideration and Discussion of Employee Assistance Program Vendor for 2020 (Empathia Life Matters).
- 12) Consideration and Discussion of Preliminary Updates to Employee Handbook Policies and Procedures.
- 13) Department Updates:
  - a. Safety Report and Approval of Insurance Deductibles
  - b. Monthly Report
  - c. Benefits Update
  - d. Recruitment Update
  - e. Review and Approval of Vouchers
  - f. Next Meeting
- 14) Adjournment.

**COPIES TO:**

County Clerk B. Evert  
Administrative Coordinator A. Bolin  
Corporation Counsel D. Olson  
Personnel Committee: T.Bychinski/S. Gibson/C. Gruber/T. McCumber/P. Rego

Personnel Department, Accounting Department

DATE NOTICE POSTED AND MAILED: December 3, 2019

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.