

PERSONNEL COMMITTEE MINUTES
Thursday, February 14, 2019
Clark County Courthouse, County Board Room

Chairman Krempasky called the meeting to order at 12:03 PM.

Roll Call

Roll call was taken with the following committee members present: Al Bower, Arlene Kodl, Jerome Krempasky, and Sharon Rogers.

Committee Members Absent: Steve Amacher.

Attendance

Others in attendance some time during the meeting were as follows: Janilee Zvolena, Personnel Manager; Marcus Aumann, Parks & Campground Manager for Forestry & Parks; Jacob Brunette, County Attorney; Rick Dailey, Forestry and Parks Administrator; Terri Domaszek, Comptroller; Brian Duell, Highway Commissioner; Aaron Greisen, Veterans Service Officer; Wayne Hendrickson, County Board Chairman, Jim Hirsch, Chief Deputy; Joan Jalling, Clark County Rehabilitation and Living Center; Pam Kernan, Director of Social Services; Stacy Otto, Child Support Director; Deb Pagel, Schenck; Heather Roman, Assistant Comptroller; John Ross, Emergency Management Director; Jane Schmitz, Clark County Rehabilitation and Living Center; Sue Voigt, Community Services Associate Director; and Emile J Miller, LTE Personnel Assistant.

Minutes

Motion made by Al Bower, seconded by Sharon Rogers to approve the Personnel Committee minutes from the January 28, 2019 meeting. Voice vote taken with all "aye"; motion carried.

Wage Rate Changes

Motion made by Sharon Rogers, seconded by Arlene Kodl to approve the wage rate changes as submitted. Voice vote taken with all "aye"; motion carried.

At 12:05 PM, Jane Schmitz joined the meeting.
At 12:40 PM, Jake Brunette joined the meeting.

Wage and Comp Study: Updates to Report from Schenck

Motion made by Sharon Rogers, seconded by Arlene Kodl to postpone the presentation of the wage and comp study to the County Board at their upcoming meeting. Voice vote taken with all "aye"; motion carried.

At 1:09 PM, Deb Pagel left the meeting.

Deduction of Union Dues

Motion made by Sharon Rogers, seconded by Al Bower to continue deducting union dues via the county payroll until the April 11, 2019, paycheck, giving time for the union and employees to resolve this situation. Voice vote taken with all “aye”; motion carried.

At 1:15 PM, Aaron Greisen left the meeting.

Review Administrative Compensation Policy

After discussion, it was decided to have Janilee share the Administrative Compensation Policy with all department heads to review and share any concerns they may have before the committee reviews.

At 1:49 PM, Pam Kernan left the meeting.

At 1:51 PM, Rick Dailey left the meeting.

Handbook Change: Other Benefits

Nothing at this time.

At 1:52 PM, John Ross and Marcus Aumann left the meeting.

Donation of Benefit Time – Sheriff’s Office

Motion made by Arlene Kodl, seconded by Sharon Rogers to approve the donation of benefit time for the employee as presented by Jim Hirsch, Chief Deputy. Voice vote taken with all “aye”; motion carried.

***At 2 PM, everyone left the meeting, except for the committee members and the following:
Wayne Hendrickson, Janilee Zvolena, and Emile J Miller.***

Closed Session – WI Statute § 19.85(1) (f) and WI Statute § 19.85(1) (c)

At 2:01 PM motion by Sharon Rogers, seconded by Arlene Kodl that the committee may go into closed session in accordance with WI Statute § 19.85(1) (f) and WI Statute § 19.85(1) (c) for considering employment data of a public employee over which the body has jurisdiction and responsibility as well as considering financial, medical, social or personal histories or disciplinary data of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to or involved in such problems or investigations. Topic: Update on Grievance Appeal – Former Supervisor of Maintenance. Roll call vote taken with all “aye”; motion carried.

At 2:06 PM motion by Al Bower, seconded by Arlene Kodl to reconvene into open session. Roll call vote taken with all “aye”, motion carried.

The committee may go in and out of closed session, take any action deemed appropriate from closed session, and may return to open session to continue transacting business.

At 2:06 PM, Jane Schmitz and Joan Jalling joined the meeting.

Clark County Rehabilitation and Living Center Personnel Issues or Changes

Joan Jalling and Jane Schmitz shared Resolution #22-4-14 "Revision of the Clark County Employee Handbook Section 3.2 and Appendix D Regarding the Personnel Management Process at the Clark County Health Care Center" to committee members, which explains that the RLC maintains their employee personnel files and are responsible to take appropriate actions related to RLC personnel issues.

Motion made by Arlene Kodl, seconded by Sharon Rogers to approve the wage rate for Carol Guentner as presented by Joan Jalling. Voice vote taken with all "aye"; motion carried.

Personnel Manager Report

Personnel Manager's report was presented by Janilee Zvolena highlighting the following areas:

- February 7th visit from Minutemen was cancelled and rescheduled for March 14 due to the weather
- February 18th at 9 AM, there will be an OSHA audit with Personnel, Maintenance, and Forestry & Parks Departments
 - ***At 2:27 PM, Jane Schmitz left the meeting.***
 - ***At 2:30 PM, Wayne Hendrickson left the meeting.***

Vouchers

Motion made by Arlene Kodl, seconded by Sharon Rogers to receive and file vendor payments history reports for January 2019. Voice vote taken with all "aye"; motion carried.

Work Comp

Motion made by Arlene Kodl, seconded by Al Bower to receive and file the open work comp claims over \$2,500 as presented. Voice vote taken with all "aye"; motion carried.

Unemployment Charges

Motion made by Sharon Rogers, seconded by Arlene Kodl to receive and file the unemployment charges for January 2019 as presented. Voice vote taken with all "aye"; motion carried.

Miscellaneous Items that May Legally Come Before the Committee

Nothing at this time.

Next Meeting Date and Time

The next regularly meeting is scheduled for Thursday, March 14, 2019 at 9:30 AM in the County Board Room at the Clark County Courthouse in Neillsville.

Adjournment

Motion by Al Bower, seconded by Sharon Rogers to adjourn. Voice vote taken with all “aye”; motion carried. Meeting adjourned at 2:38 PM.

*Submitted by:
Emile J. Miller
LTE Personnel Assistant
Clark County Personnel Office*