

**PERSONNEL COMMITTEE MINUTES**  
April 12, 2019  
Clark County Courthouse, County Board Room

Chairman Krempasky called the meeting to order at 9:30 AM.

Roll Call

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

Committee Members Absent: Sharon Rogers.

Attendance

Others in attendance some time during the meeting were as follows: Jacob Brunette, County Attorney; Terri Domaszek, Comptroller; Wayne Hendrickson, County Board Chairman, Jim Hirsch, Chief Deputy; Bob Leischow, Public Health Director; Heather Roman, Assistant Comptroller; Mary Sladich, ADRC Director; Janilee Zvolena, Personnel Manager; and Emile J Miller, LTE Personnel Assistant.

Minutes

Motion made by Arlene Kodl, seconded by Al Bower to approve the Personnel Committee minutes from the March 14, 2019 meeting. Voice vote taken with all "aye"; motion carried.

Wage Rate Changes

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

Resolution 17-4-19: Approving the Administrative Compensation Policy

Motion made by Arlene Kodl, seconded by Nancy Amacher to approve Resolution 17-4-19 as presented by Personnel Manager Janilee Zvolena and forward to the County Board. Voice vote taken with all "aye"; motion carried.

***At 9:45 AM, Mary Sladich joined the meeting.***

New Position Request: Environmental Health Specialist II/Sanitarian (Advanced) – Public Health

Motion made by Arlene Kodl, seconded by Al Bower to approve the new position request for an Environmental Health Specialist II/Sanitarian (Advanced) as presented by Public Health Director Bob Leischow. Voice vote taken with all "aye"; motion carried.

**At 9:55 AM, Terri Domaszek joined the meeting.**

Title Changes

Motion made by Arlene Kodl, seconded by Al Bower to approve the title change for the Highway Department's Crew Leader – Maintenance Shop **TO** Foreman – Maintenance Shop as presented by Personnel Manager Janilee Zvolena. Voice vote taken with all "aye"; motion carried.

Motion made by Arlene Kodl, seconded by Nancy Amacher to approve the title change for the Sheriff's Office's Administrative Assistant/Supervisor **TO** Administrative Supervisor as presented by Chief Deputy Jim Hirsch. Voice vote taken with all "aye"; motion carried.

Motion made by Arlene Kodl, seconded by Jerome Krempasky to approve the title change for the Sheriff's Office's Program Assistant **TO** Administrative Assistant as presented by Chief Deputy Jim Hirsch. Voice vote taken with all "aye"; motion carried.

Motion made by Nancy Amacher, seconded by Arlene Kodl to approve the title change for ADRC's Administrative Assistant **TO** Financial Manager as presented by ADRC Director Mary Sladich and Comptroller Terri Domaszek. Voice vote taken with all "aye"; motion carried.

Employee Parking Policy Updates

County Attorney Jacob Brunette addressed this concern at the Department Head meeting on Wednesday, April 10, 2019. If the situation remains an issue in the future, it will be addressed in the County Handbook.

Clark County Rehabilitation and Living Center Personnel Issues or Changes

No one in attendance to report.

**At 10:15 AM, Jacob Brunette, Bob Leischow, and Mary Sladich left the meeting.**

Personnel Manager Report

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

- April 3, 2019 the Wisconsin Employment Relations Commission (WERC) election for labor organization was completed with 173 yes votes and nine (9) no votes (79.35%)
- March 26, 2019 the current county grievance hearing was held with IHO Raleigh Jones stating it could be months before any results may be determined
- April 16 and 18, 2019 the Clark County Sheriff's Office will have a presentation on FMLA and sexual harassment, conducted by Seth Johnson of Aegis, at their employee training sessions
- April 15, 2019 is Emile's last day filling in for Kelly and will stay on until the end of April to update Kelly on changes and finalizing projects

### Personnel Manager Report Continued

- April 17, 2019 Sherry Hall and Heather Carman, representatives from Michigan Conference of Teamsters Welfare Fund (MCTWF), will be at the courthouse to address any questions employees have in regard to their insurance claims
- May 2 and 3, 2019 Janilee and Kelly will be at the Wisconsin Association of County Personnel Directors (WACPD) 2019 Spring Conference in Green Bay
- May 8, 2019 the Clark County Economic Development Corporation will be hosting a Business Expo/Career Fair at the Clark Electric Cooperative in Greenwood with high school students attending in the morning sessions and tech students and the public attending in the afternoon

### Vouchers

Motion made by Arlene Kodl, seconded by Al Bower to receive and file vendor payment history reports for March 2019. Voice vote taken with all "aye"; motion carried.

### Work Comp

Motion made by Arlene Kodl, seconded by Jerome Krempasky 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 Al Bower, seconded by Nancy Amacher to receive and file the unemployment charges for March 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 Wednesday, May 15, 2019 at 1 PM in Room 307 at the Clark County Courthouse in Neillsville.

### Adjournment

Motion by Al Bower, seconded by Arlene Kodl to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 10:35 AM.

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