

## SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

Administration Building  
508 New York Avenue – Room 302  
Sheboygan WI 53081

**March 13, 2023**

**Called to Order: 3:30 PM**

**Adjourned: 4:06 PM**

**MEMBERS PRESENT:** Chair Edward Procek, Vice Chair Tom Wegner, Secretary Christian Ellis, Members Carl Nonhof and Kathleen Donovan

**ALSO PRESENT:** **In Person:** County Administrator Alayne Krause, Inspector Chad Broeren, Interim Finance Director Jeremy Fetterer, and Penny Elsner  
**Remote:** Rocky Knoll Assistant Administrator Amanda Kohal

Chair Procek called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted March 10, 2023 at 3:30 PM, in compliance with the open meeting law.

A motion to approve the minutes of February 13, 2023 as presented was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

Inspector Chad Broeren requested approval for the Overtime Exception. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Interim Finance Director Jeremy Fetterer requested approval for the Vacant Position Request for Staff Accountant. A motion was made by Supervisor Donovan granting approval. Supervisor Ellis seconded the motion. Motion carried.

Interim Finance Director Jeremy Fetterer requested approval for the Vacant Position Request for Accounts Receivable Coordinator. A motion was made by Supervisor Nonhof granting approval. Supervisor Ellis seconded the motion. Motion carried.

Interim Finance Director Jeremy Fetterer requested approval for the Vacant Position Request for Limited Term Employee (LTE.) A motion was made by Supervisor Wegner granting approval. Supervisor Donovan seconded the motion. Motion carried.

Interim Finance Director Jeremy Fetterer requested approval for a pay exception for a certain employee. A motion was made by Supervisor Ellis granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Rocky Knoll Assistant Administrator Amanda Kohal requested approval for the Vacant Position Request for Social Worker/Assistant. A motion was made by Supervisor Ellis granting approval. Supervisor Donovan seconded the motion. Motion carried.

Rocky Knoll Assistant Administrator Amanda Kohal requested approval for the Vacant Position Request for Area Nurse Manager. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

**HUMAN RESOURCES COMMITTEE MEETING**

Monday, March 13, 2023

**Page 2**

County Administrator Alayne Krause reported on current Human Resources initiatives, including the status of staffing within the Human Resources Department, recruitment efforts for both the Human Resources and Finance Director positions, the County's current vacancies report, an update on the new vendors for the wellness dashboard and the InHealth Clinic, and possible changes for FMLA.

A motion to approve the vouchers as presented was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

A motion to adjourn was made by Supervisor Wegner. Supervisor Ellis seconded the motion. Motion carried with adjournment at 4:06 PM.

Penny Elsner  
Recording Secretary

Christian Ellis  
Secretary