

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

June 10, 2021

Called to Order: 3:30 PM

Adjourned: 4:35 PM

MEMBERS PRESENT: Chair Fran Damp, Vice Chair Roger TeStroete, Secretary Ed Procek and Members Charlette Nennig and Vicky Schneider

OTHERS PRESENT: Human Resources Director Dennis Miller, Finance Director Wendy Charnon, Clerk of Courts Melody Lorge, Chief Deputy Clerk of Courts Jennifer Zimmermann and Health and Human Director Matt Strittmater

OTHERS PRESENT: Supervisor Brian Hoffmann
(*via teleconference*)

Chairperson Damp called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chairperson Damp confirmed the meeting was posted June 9, 2021 at 11:15 AM, in compliance with the open meeting law.

A motion to approve the minutes of May 27, 2021 as presented was made by Supervisor TeStroete. Supervisor Schneider seconded the motion. Motion carried unanimously.

A motion to approve the vouchers as presented was made by Supervisor Procek. Supervisor Nennig seconded the motion. Motion carried unanimously.

Finance Director Wendy Charnon requested approval to Hire the Accounting Manager – Health and Human Services above the midpoint of the salary range. A motion was made by Supervisor TeStroete granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Clerk of Courts Melody Lorge requested approval for a Table of Organization change (eliminate one Court Clerk and Add Lead Court Clerk) to include the Vacant Position Request. A motion was made by Supervisor Procek granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Clerk of Courts Melody Lorge requested approval for Equity Increase for certain employees. A motion was made by Supervisor Nennig granting approval. Supervisor Schneider seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller reviewed Turnover/Retention report with the Committee, along with processes that the Human Resources Department has changed to allow for better response to those employees leaving employment.

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Human Resources Director Dennis Miller distributed a draft copy of Policy 615 – Telecommuting for review and further discussion at the meeting of June 24, 2021.

A motion to adjourn was made by Supervisor Nennig. Supervisor Schneider seconded the motion. Motion carried unanimously with adjournment at 4:35 PM.

Penny Elsner
Recording Secretary

Ed Procek
Secretary