

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

June 24, 2021

Called to Order: 3:30 PM

Adjourned: 4:45 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

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 23, 2021 at 10:15 AM, in compliance with the open meeting law.

A motion to approve the minutes of June 10, 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.

Human Resources Director Dennis Miller reviewed the changes to Human Resources Policy 201 – Background Checks. A motion was made by Supervisor Schneider granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller reviewed the proposed Human Resources Policy 615 – Telecommuting. A motion was made by Supervisor Schneider granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller reviewed the changes to Human Resources Policy 704 – Family Medical Leave. After discussion a motion was made by Supervisor Schneider granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller reviewed the need to expand the Employee Referral Program to include all regular positions within the County. A motion was made by Supervisor TeStroete granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller updated the Committee with regard to the Human Resources Department activities to include the budget process, and a change to the exit interview process to better understand and address turn over and retention.

A motion to adjourn was made by Supervisor Procek. Supervisor Nennig seconded the motion. Motion carried unanimously with adjournment at 4:45 PM.

Penny Elsner
Recording Secretary

Ed Procek
Secretary