

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

August 22, 2019

Called to Order: 3:30 PM

Adjourned: 4:58 PM

MEMBERS PRESENT: Chair Ed Procek, Vice Chair Charlie Conrardy, Secretary Roger TeStroete, and Member Fran Damp

MEMBER ABSENT: Michael Ogea

OTHERS PRESENT: Human Resources Director Jean Gallimore, County Administrator Adam Payne, Executive Assistant to County Administrator Alayne Bosman, Register of Deeds Ellen Schleicher, Health and Human Services Director Matthew Strittmater, Corporation Counsel Crystal Fieber, MaiKa Her, Austin Gruenke, and Ron Damp

Chairperson Procek called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chairperson Procek confirmed the meeting was posted August 21, 2019 at 11:45 AM, in compliance with the open meeting law.

A motion to approve the minutes of July 25, 2019 as presented was made by Supervisor Conrardy. Supervisor Damp seconded the motion. Motion carried unanimously.

On behalf of Transportation Director Greg Schnell, Human Resources Director Jean Gallimore requested approval for the Vacant Position Request for Airport Superintendent. A motion was made by Supervisor Conrardy granting approval. Supervisor TeStroete seconded the motion. Motion carried unanimously.

Register of Deeds Ellen Schleicher requested approval for a change in the Table of Organization (eliminating one vacant unbudgeted position.) A motion was made by Supervisor TeStroete granting approval as presented. Supervisor Damp seconded the motion. Motion carried unanimously.

Health and Human Services Director Matthew Strittmater requested approval for two promotions. A motion was made by Supervisor Conrardy granting approval as presented. Supervisor TeStroete seconded the motion. Motion carried unanimously.

Health and Human Services Director Matthew Strittmater requested approval for three equity increases. A motion was made by Supervisor Conrardy granting approval as presented. Supervisor Damp seconded the motion. Motion carried unanimously.

The Committee deviated from the agenda and proceeded to consideration of the 2020 Human Resources Department Budget, which included a Rescew for a shared position with the County Administrator's Office, changing a part time position to full time. A motion was made by Supervisor Conrardy granting approval of the budget as presented. Supervisor TeStroete seconded the motion. Motion carried unanimously.

Corporation Counsel Crystal Fieber reviewed the year to date budget, summary of previous months activities and hours, and the claims and litigation report with the Committee.

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Corporation Counsel Crystal Fieber presented the proposed 2020 Corporation Counsel Budget to the Committee. A motion was made by Supervisor Conrardy granting approval as presented. Supervisor TeStroete seconded the motion. Motion carried unanimously.

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

Human Resources Director Jean Gallimore requested out of state travel for the Human Resources Generalist. A motion was made by Supervisor Conrardy granting approval as presented. Supervisor Damp seconded the motion. Motion carried unanimously.

Human Resources Director Jean Gallimore updated the Committee with regard to the 2020 employee benefit planning and potential budget implications.

A motion was made by Supervisor Conrardy granting approval for the Chair to claim per diem for his attendance at the budget meetings with Corporation Counsel and Rocky Knoll. Supervisor TeStroete seconded the motion. Motion carried unanimously.

A motion to adjourn was made by Supervisor Conrardy. Supervisor TeStroete seconded the motion. Motion carried unanimously with adjournment at 4:58 PM.

Penny Elsner
Recording Secretary

Roger TeStroete
Secretary