

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

February 13, 2023

Called to Order: 3:30 PM

Adjourned: 4:32 PM

MEMBERS PRESENT: Chair Edward Procek, Vice Chair Tom Wegner, Secretary Christian Ellis, and Member Kathleen Donovan

MEMBERS ABSENT: Member Carl Nonhof

ALSO PRESENT: **In Person:** County Board Supervisors Gerald Jorgensen, George Kulow, Jon Kuhlow, Interim Human Resources Director/Deputy County Administrator Alayne Krause, Sheriff Cory Roeseler, Building Services Manager Mark Schorer and Penny Elsner
Remote: Health and Human Services Director Matt Strittmater, IT Director Chris Lewinski and Corporation Counsel Crystal Fieber

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 February 10, 2023 at 4:50 PM, in compliance with the open meeting law.

A motion to approve the minutes of January 23, 2023 as presented was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

Sheriff Cory Roeseler requested approval for the Vacant Position Request of a Limited Term Employee. A motion was made by Supervisor Wegner granting approval. Supervisor Ellis seconded the motion. Motion carried.

Due to the attendance of Sheriff Cory Roeseler, the Committee deviated from the agenda order and considered the Ordinance – Amending Pay Scale for Sheriff's Department Dispatchers. A motion was made by Supervisor Wegner granting approval to introduce to the County Board. Supervisor Donovan seconded the motion. Motion carried.

Building Services Manager Mark Schorer requested approval for the equity adjustments for certain employees. A motion was made by Supervisor Wegner granting approval. Supervisor Ellis seconded the motion. Motion carried.

Due to the attendance of Building Services Manager Mark Schorer, the Committee again deviated from the agenda order and considered the change in DBM for certain positions. A motion was made by Supervisor Ellis granting approval. Supervisor Donovan seconded the motion. Motion carried.

Health and Human Services Director Matt Strittmater requested a change in Table of Organization (Opioid Funding). A motion was made by Supervisor Ellis granting approval. Supervisor Wegner seconded the motion. Motion carried.

HUMAN RESOURCES COMMITTEE MEETING

Monday, February 13, 2023

Page 2

IT Director Chris Lewinski and Health and Human Services Director Matt Strittmater requested a change in Table of Organization (transfer of position). A motion was made by Supervisor Donovan granting approval. Supervisor Ellis seconded the motion. After a brief discussion, a motion to amend the motion to include approval of the Vacant Position Request was made by Supervisor Donovan. Supervisor Ellis seconded the motion. Motion carried as amended.

IT Director Chris Lewinski requested approval for an equity increase for the Deputy IT Director. A motion was made by Supervisor Wegner granting approval. Supervisor Ellis seconded the motion. Motion carried.

Corporation Counsel Crystal Fieber and Health and Human Services Director Matt Strittmater requested a change in Table of Organization (transfer of position). A motion was made by Supervisor Wegner granting approval, to include the Vacant Position Request. Supervisor Donovan seconded the motion. Motion carried.

Corporation Counsel Crystal Fieber requested approval for an equity increase for the Child Support Attorney/Assistant Corporation Counsel. A motion was made by Supervisor Wegner granting approval. Supervisor Ellis seconded the motion. Motion carried.

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

Interim Human Resources Director/Deputy County Administrator Alayne Krause reviewed both the Human Resources Department and Employee Benefits 4th quarter variance reports with the Committee.

Interim Human Resources Director/Deputy County Administrator Alayne Krause reported on current Human Resources initiatives, including the status of staffing within the Human Resources Department, annual pay for performance evaluations and telecommuting forms due by the end of February, along with the status of the comprehensive review and proposed updates to the Human Resources Policy Manual.

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 Ellis. Supervisor Wegner seconded the motion. Motion carried with adjournment at 4:32 PM.

Penny Elsner

Recording Secretary

Christian Ellis

Secretary