

## NOTICE OF SPECIAL MEETING

HUMAN RESOURCES COMMITTEE

**April 28, 2025 2:00 PM**

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

**Remote Access: +1-216-508-0648**

**Meeting ID: 411 062 297#**

**Virtual: <https://meet.google.com/rma-uxpu-bhz>**

Members of the Committee may be appearing remotely. Persons wanting to observe the meeting are encouraged to listen remotely.

### **\* AGENDA \***

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes - Human Resources Committee – April 14, 2025

Senior Consultant, McGrath Human Resources Group, Malayna Halvorson Maes

- Compensation Study Presentation

Human Resources Director, Dave Loomis

- Chapter 47 and Compensation Policies Draft Presentation
- Human Resources Department Updates and Comments
  - Betr Health Update
  - Marquee Health – 2025 Excellence in Wellness Award
  - Department Staffing Update

The Human Resources Department Updates and Comments is a summary of key activities. No action will be taken by the Human Resources Committee resulting from the report unless it is a specific item on the agenda.

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Consideration of Next Meeting

Adjourn

Prepared by:  
Dave Loomis  
Recording Secretary

Edward Procek  
Committee Chairperson

NOTES: The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak.

*Posted April 25, 2025 at 10:00AM*

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. §19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Human Resources Department, 920.459.3105 prior to the meeting so that accommodations may be arranged.

**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE  
MEETING MINUTES**

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

**April 14, 2025**

**Called to Order: 2:30 PM**

**Adjourned: 4:18 PM**

**MEMBERS PRESENT:** Chair Edward Procek, Vice Chair Christian Ellis, Secretary Char Nennig, Member(s) Tom Wegner, Carl Nonhof

**Remote:** None

**MEMBERS ABSENT:** None

**ALSO PRESENT:** **In Person:** Matthew Spence, Craig Stewart, Crystal Fieber, Kayla Clinton, Dave Loomis, Alayne Krause

**Remote:** Matt Strittmater

Chair Procek called the meeting to order at 2:30 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted April 11, 2025 at 10:00 AM, in compliance with the open meeting law.

A motion to approve the minutes of the March 10, 2025 meeting was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

Health & Human Services Director, Matt Strittmater

- Requested approval of a change to the Table of Organization. A motion granting approval was made by Supervisor Nennig. Supervisor Nonhof seconded the motion. Motion carried.

Rocky Knoll Health Care Center Administrator, Kayla Clinton

- Requested approval of a change to the Table of Organization. A motion granting approval was made by Supervisor Ellis. Supervisor Nonhof seconded the motion. Motion carried.
- Requested approval of a Pay Exception, Hire Above the Midpoint. A motion granting approval was made by Supervisor Nonhof. Supervisor Ellis seconded the motion. Motion carried.

Veteran Services Director, Craig Stewart

- Requested approval of a change to the Table of Organization contingent on HHS Committee approval. A motion granting approval was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of a Vacant Position Request contingent on HHS Committee approval. A motion granting approval was made by Supervisor Ellis. Supervisor Nonhof seconded the motion. Motion carried.

Corporation Counsel, Crystal Fieber

- Provided a review of the Budget Variance Report
- Provided a report on the Wisconsin County Mutual Claims
- Reported on Department Projects

Human Resources Director, Dave Loomis

- Discussed the Compensation Study.
- Provided HR Department updates and comments on department staffing, the Tyler ERP project, the Mission, Vision & Values project, the Q1 Manager & Supervisor Training and the progress on the HR Business Partner service model.

A motion to approve the vouchers was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.

There were no requests for approval of attendance at other meetings or functions.

The Committee scheduled the next HR Committee meeting for April 28, 2025 at 2:00 PM in Room 302 of the Administration Building, 508 New York Ave., Sheboygan, WI 53081.

A motion to adjourn was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried with adjournment at 4:18 PM.

David Loomis  
Recording Secretary

Char Nennig  
Secretary