

NOTICE OF MEETING

HUMAN RESOURCES COMMITTEE

July 24, 2023 3:30 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 – Monday, July 10, 2023

Health and Human Services Director Matt Strittmater

- Consideration of Changes in Table of Organization
- Consideration of Hiring Manager above Midpoint of Salary Range
- Consideration of Employee Promotion Requests

Transportation Director Greg Schnell

- Consideration of Change in DBM and Salary/Equity Adjustment

Veteran's Service Officer Todd Richter

- Consideration of Change in Table of Organization
- Consideration of Salary/Equity Adjustments

Rocky Knoll Administrator Kayla Clinton

- Consideration of Hiring Cooks above Midpoint of Salary Range Retroactive
- Consideration of Hiring Dining Assistant II above Midpoint of Salary Range Retroactive
- Consideration of Pay Policy Exception Request

County Administrator Alayne Krause

- Consideration of Hiring Assistant Director above the Midpoint of Salary Range
- Human Resources Department updates and comments

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Adjourn

Prepared by:
Penny Elsner
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.

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 Human Resources, 920.459.3105 prior to the meeting so that accommodations may be arranged.

Posted Friday, July 21, 2023 at 2:00 PM

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

July 10, 2023

Called to Order: 3:32 PM

Adjourned: 4:02 PM

MEMBERS PRESENT: Chair Edward Procek, Vice Chair Tom Wegner, Members Carl Nonhof and Kathleen Donovan

ALSO PRESENT: **In Person:** County Administrator Alayne Krause, Building Services Director Jim TeBeest, and Penny Elsner
Remote: Secretary Christian Ellis

Chair Procek called the meeting to order at 3:32 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted July 7, 2023 at 1:30 PM, in compliance with the open meeting law.

A motion to approve the minutes of May 8, 2023 as presented was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

Building Services Director Jim TeBeest requested approval to hire above the midpoint of salary range for an electrician to include a sign on bonus after the completion of one year. A motion was made by Supervisor Wegner granting approval. Supervisor Donovan seconded the motion. Motion carried.

County Administrator Alayne Krause reported on current Human Resources topics, including the ongoing discussion of the health insurance renewal rates, 2024 budget development kick off, flexible spending account debit cards, recruitment process for vacant Department Head positions, and employee vacation schedules.

A motion to approve the vouchers as presented was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried.

A motion to adjourn was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried with adjournment at 4:02 PM.

Penny Elsner
Recording Secretary

Christian Ellis
Secretary