SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE
MEETING MINUTES

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

September 9, 2025   **Called to Order: 12:00 PM**   **Adjourned: 2:16 PM**

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

                                         Remote:

MEMBERS ABSENT: None

ALSO PRESENT: **In Person:** Bryan Olson, Matt Strittmater, Brett Larson, Jeremy Fetterer Dave Loomis

                                         Remote: Stephanie Arendt, Starrlene Grossman, Kayla Clinton

Chair Procek called the meeting to order at 12:00 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted September 5, 2025 at 12:00 PM, in compliance with the open meeting law.

A motion to approve the minutes of the August 11, 2025 meeting was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.

Highway Commissioner, Bryan Olson
- Requested approval of an out of cycle pay adjustment. A motion to approve was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

Human Resources Business Partner, Brett Larson, on behalf of Director-UWEX, Jayna Hintz
- Requested approval of a change to the table of organization. A motion to approve was made by Supervisor Wegner. 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 to approve was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

Health and Human Services Director, Matt Strittmater
- Requested approval of a change to the table of organization contingent on County Board approval of the 2026 budget. A motion to approve was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.

Human Resources Director, Dave Loomis
- Requested approval of 2026 Human Resources Department budget. A motion to approve was made by Supervisor Nennig. Supervisor Ellis seconded the motion. Motion Carried.
- Requested approval of the 2026 Employee Benefits Budget. A motion to approve was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of the Annual Report on Health Insurance. A motion to approve was made by Supervisor Nonhof. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of changes to policy 905 Tobacco Free Work Environment. A motion to approve was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

- Requested approval of changes to Section 500 Compensation of the HR Policy Manual. A motion to approve was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.
- Requested approval of a Side Letter Agreement with WPPA RE: Flex Choice Plan. A motion to approve was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried.
- Requested approval of a Memorandum of Understanding with WPPA RE: Court Security Work Hours. A motion to approve was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.
- Provided updates and comments regarding the following:
  - Deferred Compensation Program
  - Time Away from Work policies.
  - Tyler Munis Project
  - HR Marketing Project

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

Chair Procek requested approval of attendance at other meetings or functions, specifically the three (3) base budget meetings for Corporation Counsel, HR Department and Employee Benefits. A motion to approve was made by Supervisor Wegner. Supervisor Ellis seconded the motion. Motion carried.

The Committee scheduled the next HR Committee meeting for October 13, 2025 at 2:30 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 2:16 PM.

David Loomis
Recording Secretary

Char Nennig
Secretary