

**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE
MEETING MINUTES**

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

September 14, 2026

Called to Order: 3:36 PM

Adjourned: 5:25 PM

MEMBERS PRESENT: Chair Wendy Schobert, Secretary Christian Ellis, Member(s) Stephanie Arndt

Remote: None

MEMBERS ABSENT: Vice Chair Henry Nelson, Char Nennig

ALSO PRESENT: **In Person:** Laura Henning-Lorenz, Kevin Dulmes, Dave Loomis

Remote: James Webb, Jeremy Fetterer, Melissa Batt

Chair Schobert called the meeting to order at 3:36 PM, in Conference Room 302 of the Administration Building. Chair Schobert confirmed the meeting was posted September 11, 2026 at 3:00 PM, in compliance with the open meeting law.

A motion to approve the meeting minutes of the August 24, 2026 meeting was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.

HR Director, Dave Loomis on behalf of Rocky Knoll Health Care Center Administrator, Kayla Clinton

- Requested approval of a Pay Exception - Hire Above the Control Point, contingent on Health Care Center Committee Approval. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.

Building Services Director, Kevin Dulmes

- Requested approval of Out of Cycle Adjustments. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.

Treasurer, Laura Henning-Lorenz

- Requested approval of a change to the Table of Organization. A motion to approve was made by Supervisor Arndt. Supervisor Ellis seconded the motion. Motion carried.
- Requested approval of two promotions. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.
- Requested approval of an out of cycle adjustment. A motion to approve was made by Supervisor Arndt. Supervisor Ellis seconded the motion. Motion carried.

Finance Director, James Webb

- Requested approval of an out of cycle pay adjustment. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.
- Requested approval of a Vacant Position Request. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.

Human Resources Director, Dave Loomis

- Requested approval of the 2027 Human Resources Department Budget. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.
- Requested approval of the 2027 Employee Benefits Budget. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.

- Requested approval of the Annual Report on Health Insurance. A motion to approve was made by Supervisor Ellis. Supervisor Arndt seconded the motion. Motion carried.
- Provided updates and comments on the activities of the Human Resources Department.

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

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

The Committee scheduled the next meeting for September 28, 2026 at 3:30PM in Room 302 of the Administration Building, 508 New York Ave., Sheboygan, WI 53081.

A motion to adjourn was made by Supervisor Arndt. Supervisor Ellis seconded the motion. Motion carried with adjournment at 5:25 PM.

David Loomis

Recording Secretary

Christian Ellis

Secretary