

**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE
MEETING MINUTES**

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

October 14, 2025

Called to Order: 2:30 PM

Adjourned: 3:27 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, Crystal Fieber, Ashley Spelshaus, Joel Urmanski, Matt Spence, Corey Norlander, Justina Torres, Dave Loomis

Remote: Brian Smith

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 October 10, 2025 at 10:00 AM, in compliance with the open meeting law.

A motion to approve the minutes of the September 9, 2025 meeting was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried.

District Attorney, Joel Urmanski and DA Administrative Manager, Ashley Spelshaus

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

Sheriff, Matt Spence

- Requested approval of out of cycle pay adjustments. A motion to approve was made by Supervisor Nennig. Supervisor Nonhof seconded the motion. Motion carried.

Health and Human Services Director, Matt Strittmater

- Requested approval of a change to the table of organization. Supervisor Ellis made a motion granting approval. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of implementation of a Comp Time policy. A motion to approve was made by Supervisor Nennig. Supervisor Nonhof seconded the motion. Motion carried.

Transportation Director, Bryan Olson

- Requested approval of out of cycle pay adjustments. A motion to approve was made by Supervisor Nennig. Supervisor Ellis seconded the motion. Motion carried.
- Requested approval to move an employee to a lower pay grade above the control point. A motion to approve was made by Supervisor Ellis. Supervisor Nonhof seconded the motion. Motion carried.

Corporation Counsel, Crystal Fieber

Provided a quarterly report on the budget and activities of the Office of the Corporation Counsel

Human Resources Director, Dave Loomis

- Requested approval of an amendment to Ordinance No. 9 Amending Section 1.17 of the Sheboygan County Code - Updating Sheboygan County's Mission, Vision and Core Values.

- o Specifically, it was requested to amend line 46 to include the words, “while promoting fiscal responsibility.” So that the full Mission statement would read: “We provide essential services to create a safe and thriving County by fostering strong partnerships, supporting rural and urban communities, and eliminating barriers while promoting fiscal responsibility.”
- o It was also requested to amend line 50 to include “and residents” after employees. As well as line 52 to strike the word future and replace it with County. So that the full Vision statement would read: “Sheboygan County empowers employees and residents to thrive through resilience, collaboration, and a solution-focused mindset, building a stronger County together.

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

- Requested approval of Resolution No. ____ Re: Adoption of 401(a) Retirement Plan for Sheriff’s Department Deputies. A motion to approve was made by Supervisor Nennig. Supervisor Ellis seconded the motion. Motion carried.
- Provided updates and comments regarding the following:
 - o All Employee Summit
 - o HR Marketing Project Update
 - o Deferred Compensation Program
 - o Employee Assistance Program
 - o Tyler Munis Project Update

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

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

The Committee scheduled the next HR Committee meeting for October 27, 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 3:27 PM.

David Loomis
Recording Secretary

Char Nennig
Secretary