

**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE  
MEETING MINUTES**

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

**November 10, 2025**

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

**Adjourned: 2:57 PM**

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

**Remote:** None

**MEMBERS ABSENT:** None

**ALSO PRESENT:** **In Person:** Emily Stewart, Bryan Olson, Dave Loomis

**Remote:** None

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 November 7, 2025 at 1:00 PM, in compliance with the open meeting law.

A motion to approve the minutes of the October 27, 2025 meeting was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.

Transportation Director, Bryan Olson

- Requested approval of a change to the Table of Organization. A motion to approve was made by Supervisor Nennig. Supervisor Nonhof seconded the motion. Motion carried.
- Requested approval of five (5) Out of Cycle Pay Adjustments. A motion granting approval was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

Deputy County Administrator, Emily Stewart

- Requested approval of a change to the Finance table of organization contingent on Finance Committee approval. Supervisor Ellis made a motion granting approval. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of a Vacant Position Request for Office Coordinator contingent on Finance Committee approval. A motion to approve was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried.

Human Resources Director, Dave Loomis

- Requested approval of Policy 105 - Photo Identification Badge Policy. A motion granting approval was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.
- Provided updates and comments regarding the following:
  - Tyler Munis Project Update
  - Manager Summit
  - Operationalization of the Mission, Vision and Values

A motion to approve the vouchers was made by Supervisor Wegner. Supervisor Nennig 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 November 24, 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 2:57 PM.

David Loomis  
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Recording Secretary

Char Nennig  
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Secretary