

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

March 25, 2024

Called to Order: 3:30 PM

Adjourned: 4:16 PM

MEMBERS PRESENT: Chair Edward Procek, Vice Chair Tom Wegner, Member(s) Kathleen Donovan, Carl Nonhof

Remote: Christian Ellis

MEMBERS ABSENT: None

ALSO PRESENT: **In Person:** Bryan Olson, Crystal Fieber, Alayne Krause and Dave Loomis

Remote: Kayla Clinton, Matt Strittmater

Chair Procek called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted March 22, 2024 at 2:00 PM, in compliance with the open meeting law.

A motion to approve the minutes of March 11, 2024 as presented was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

Rocky Knoll Health Care Center Administrator, Kayla Clinton requested approval of a blanket VPR for CNA Trainees. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Senior Maintenance Manager, Department of Transportation, Dustin Hammel requested approval of two salary adjustments. A motion was made by Supervisor Wegner granting approval. Supervisor Donovan seconded the motion. Motion carried.

Corporation Counsel, Crystal Fieber, requested approval for additional compensation for the FBO Purchase. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Corporation Counsel, Crystal Fieber provided the quarterly report for the Corporation Counsel's office.

Human Resources Director, David Loomis requested approval of updates to the Resignation and Retirement policy. A motion was made by Supervisor Donovan granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Human Resources Director, David Loomis requested approval of updates to the Vacation Policy. A motion was made by Supervisor Donovan granting approval. Supervisor Wegner seconded the motion. Motion carried.

Human Resources Director, David Loomis provided an update regarding the Human Resources Department including, staffing of the department and the RFP for the compensation study.

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

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

A motion to adjourn was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried with adjournment at 4:16 PM.

David Loomis

Recording Secretary

Christian Ellis

Secretary