

**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE
MEETING MINUTES**

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

April 14, 2025

Called to Order: 2:30 PM

Adjourned: 4:18 PM

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

Remote: None

MEMBERS ABSENT: None

ALSO PRESENT: **In Person:** Matthew Spence, Craig Stewart, Crystal Fieber, Kayla Clinton, Dave Loomis, Alayne Krause

Remote: Matt Strittmater

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 April 11, 2025 at 10:00 AM, in compliance with the open meeting law.

A motion to approve the minutes of the March 10, 2025 meeting was made by Supervisor Ellis. Supervisor Wegner seconded the motion. Motion carried.

Health & Human Services Director, Matt Strittmater

- Requested approval of a change to the Table of Organization. A motion granting approval was made by Supervisor Nennig. 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 granting approval was made by Supervisor Ellis. Supervisor Nonhof seconded the motion. Motion carried.
- Requested approval of a Pay Exception, Hire Above the Midpoint. A motion granting approval was made by Supervisor Nonhof. Supervisor Ellis seconded the motion. Motion carried.

Veteran Services Director, Craig Stewart

- Requested approval of a change to the Table of Organization contingent on HHS Committee approval. A motion granting approval was made by Supervisor Wegner. Supervisor Nennig seconded the motion. Motion carried.
- Requested approval of a Vacant Position Request contingent on HHS Committee approval. A motion granting approval was made by Supervisor Ellis. Supervisor Nonhof seconded the motion. Motion carried.

Corporation Counsel, Crystal Fieber

- Provided a review of the Budget Variance Report
- Provided a report on the Wisconsin County Mutual Claims
- Reported on Department Projects

Human Resources Director, Dave Loomis

- Discussed the Compensation Study.
- Provided HR Department updates and comments on department staffing, the Tyler ERP project, the Mission, Vision & Values project, the Q1 Manager & Supervisor Training and the progress on the HR Business Partner service model.

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

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

The Committee scheduled the next HR Committee meeting for April 28, 2025 at 2:00 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 4:18 PM.

David Loomis
Recording Secretary

Char Nennig
Secretary