



# COLUMBIA COUNTY

Board of Supervisors

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## Columbia County Human Resources Committee Minutes Friday, April 1, 2022

Committee Members Present: Adam Field, Matthew Rohrbeck, Barry Pufahl, James Foley, and JoAnn Wingers  
Also in Attendance: Roger Brandner, Amy Yamriska, Chris Hardy, Jason Willemarck, Joseph Ruf III, Jodi Burmania, and Jamie Henriksen

The meeting was called to order by Chair Field at 8:01 a.m. and was certified to be in compliance with the Wisconsin Open Meetings Law.

### Approval of Agenda

Motion by Wingers to approve the agenda, second by Foley. Motion carried.

### Approval of Minutes

Motion by Pufahl to approve both: March 4, 2022 Regular Human Resources Committee Meeting Minutes, and March 16, 2022 Special HR Committee Meeting, second by Foley. Motion carried.

### Public Input

No public input.

### Approval of Expenditure Report

Motion to approve the report by Foley, second by Wingers. Motion carried.

### **Facilities Management:**

- Director of Facilities Management, Jason Willemarck, presented a position replacement request for a Facilities Maintenance Worker due to a resignation. Motion by Rohrbeck to approve the position replacement request for a Facilities Maintenance Worker as presented, second by Wingers. Motion carried.

### **Health & Human Services:**

- Corporation Counsel/HR Director, Joseph Ruf, III, presented a position replacement request for a Transportation Coordinator due to the employee moving to another County department. Motion by Foley to approve the position replacement request for a Transportation Coordinator as presented, second by Rohrbeck. Motion carried.
- Ruf presented a position description for a Community Health Worker. Motion by Pufahl to approve the position description for a Community Health Worker as presented, second by Wingers. Motion carried.

### **Highway & Transportation:**

- Highway Commissioner, Chris Hardy, presented two position replacement requests for Patrolmen, one due to a resignation and one due to a retirement. Motion by Rohrbeck to approve both of the position replacement requests for Patrolmen as presented, second by Foley. Motion carried.

### **Sheriff**

- Sheriff Roger Brandner presented a position replacement request for a Dispatcher due to a resignation. Motion by Foley to approve the position replacement request for a Dispatcher as presented, second by Wingers. Motion carried.

Human Resources Committee Meeting  
April 1, 2022

**Human Resources**

- Joseph Ruf, III presented a general review of HR Department activities. Hiring continues and the HR staff continues to stay busy.

**CLOSED SESSION**

Motion by Foley to enter into closed session pursuant to WI State Statute Section 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Employee Unpaid Leave of Absence Request Extension]. Second by Wingers. Committee roll call to go into closed session was unanimous. Committee went into closed session at 8:11 a.m.

**OPEN SESSION**

Motion by Foley to return to open session. Second by Rohrbeck. The Committee returned to open session at 8:15 a.m.


**Human Resources (from closed session)**

- Motion by Rohrbeck to approve the Unpaid Leave of Absence Request Extension as recommended by the department head, as presented in closed session for thirty (30) days. Second by Foley. Motion carried.

The next HR Committee meeting will be scheduled at a later date.

Motion by Rohrbeck to adjourn the meeting at 8:23 a.m., second by Wingers. Motion carried.

Respectfully Submitted,



Adam R. Field  
Human Resources Committee Chair



Jamie Henriksen  
Recording Secretary