

COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, June 1, 2018

Committee Members Present: Bruce Rashke, Adam Field, Barry Pufahl, Dan Drew, Matthew Rohrbeck
Also in Attendance: Joseph Ruf, Vern Gove, James Foley, Susanna Bradley, Nancy Long, Dennis Richards, Chris Hardy, Lyn Jerde-PDR

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

Approval of Agenda

Motion by Drew to approve the agenda, second by Field. Motion carried.

Approval of Minutes

Motion by Pufahl to approve meeting minutes from May 4, 2018, second by Field. Motion carried.

Approval of Expenditure Report

Motion by Pufahl to approve the expenditure report, second by Drew. Motion carried.

General Review of Department Activities

The HR Department continues a high volume of recruitment, scheduling interviews and hiring. Planning and Zoning Director replacement and recruitment. Discussion on the reasons for staff turnover Countywide.

SHERIFF

- Sheriff Dennis Richards presented a replacement request for a Deputy Sheriff due to a resignation. Motion by Drew to approve the replacement request, second by Field. Motion carried.
- Recently, per Ordinance 187-18, Dive Team members receive per diem compensation through the County payroll system. Sheriff Richards discussed payment for Dive Team members who are employees of the Sheriff's Office and how they will be compensated. The Sheriff proposes to pay employees for Dive Team duties as overtime from the Sheriff's budget related to their full time employment status. The Dive Team budget does not cover any benefits. The annual cost is anticipated to be about \$3,000. Discussion. Motion by Pufahl to approve pending review and support of the Public Safety Committee, second by Field. Motion carried.

BUILDING AND GROUNDS (B&G)

A Building and Grounds employee submitted a personal leave request supported by B&G Director Cory Wiegel. The personal leave is retroactive from May 4, 2018, as the employee returned to work on May 29, 2018. The employee did not meet the requirements for Family Medical Leave. Motion by Drew to approve the request, second by Field. Motion carried.

CHILD SUPPORT

Second personal leave request submitted for any employee in Child Support who has exhausted Family Medical Leave. The employee informed Joe Ruf that she expects to return to work in mid-June. Motion by Drew to approve the personal leave to the next HR meeting on July 6, 2018, second by Rohrbeck. Motion carried.

COLUMBIA HEALTH CARE CENTER (CHCC)

Amy Yamriska submitted a second personal leave request for a long term employee who has exhausted Family Medical Leave and remains medically unable to return to the duties of the position. Motion by Drew, second by Pufahl to approve the request until the next HR meeting on July 6, 2018. Motion carried.

MIS

David Drews, MIS Director, presented a revised job description for Application Developer 2. The changes essentially update old technologies required by system changes restructuring qualifications. Motion by Pufahl to approve the changes as presented, second by Drew. Motion carried.

Human Resources Committee Meeting
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HUMAN RESOURCES

Joe Ruf updated the Committee on the progress of the Carlson Dettmann compensation plan update. Progress is being made and a detailed presentation is scheduled for the July 6, 2018, HR Committee meeting.

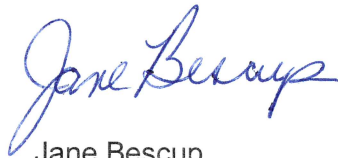
The next HR Committee meeting is scheduled for Friday, July 6, 2018, at 8:00 AM in the Administration Building Meeting Room 115.

Motion by Rohrbeck, second by Drew to adjourn the meeting at 9:04 AM. Motion carried.

Respectfully Submitted,



Matthew Rohrbeck
Human Resources Committee Secretary



Jane Bescup
Recording Secretary