

COLUMBIA COUNTY

Board of Supervisors

112 East Edgewater Street
Portage, WI 53901

608-742-9654

FAX: 608-742-9602

WEBSITE: www.co.columbia.wi.us

Columbia County Human Resources Committee Minutes Friday, June 5, 2020

Committee Members Present: Adam Field, Matthew Rohrbeck, Barry Pufahl, James Foley and JoAnn Wingers
Also in Attendance: Vern Gove, Eric Shimpach, Katie Day, Cathy Karls, Kurt Calkins, Amy Yamriska, Cory Wiegel, Gretchen Powell, Joseph Ruf, Jodi Burmania, and Jamie Henriksen

The meeting was called to order by Chair Adam Field at 8:00 AM and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

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

Approval of Minutes

Motion by Pufahl to approve both meeting minutes from the regular Human Resources Committee Meeting on March 6, 2020 and the Special Human Resources Meeting on May 27, 2020, second by Rohrbeck. Motion carried.

Approval of Expenditure Report

Motion to approve report by Foley, second by Rohrbeck. Motion carried.

Highway

- Joseph Ruf, presented a position replacement request for a Ferry Operator due to a resignation. Motion by Pufahl to approve the position replacement request for a Ferry Operator, second by Wingers. Motion carried.

Land & Water Conservation

- Kurt Calkins, Land Conservation/Planning & Zoning Director, presented a position replacement request for a Land & Water Conservation Resource Management Specialist due to a retirement. Motion by Wingers to approve the position replacement request for a Land & Water Conservation Resource Management Specialist, second by Foley. Motion carried.

Facilities Management

- Cory Wiegel, Facilities Management Director, presented a position replacement request for a Janitor due to a resignation. Motion by Foley to approve the position replacement request for a Janitor, second by Pufahl. Motion carried.
- Gretchen Powell, Facilities Supervisor, presented a request for training pay of \$2.00 per hour for time spent by a current employee to train a new employee. Motion by Foley to request that this agenda item be included in the 2021 budget process, second by Wingers. Motion carried.

Health & Human Services

- Katie Day, Acting Health & Human Services Director, presented a revision request to fill an open CCS Social Worker position with a CLTS Social Worker position. Discussion that there is a need to get children with special needs off of a waiting list for services. As the CCS Social Worker position is 100% grant funded and the CLTS Social Worker position is only 60% funded, the County would need to find a way to fund the remaining 40%. Motion by Pufahl to table this agenda item until next month's Human Resources Committee Meeting, second by Foley. Motion carried.
- Joe Ruf presented a revised position description for the Director of Health & Human Services. Motion by Pufahl to approve the revised position description for the Director of Health & Human Services, second by Foley. Motion carried.

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- Katie Day presented an opportunity for Columbia County to receive funding to assist with the COVID-19 pandemic. There are three areas of funding: planning, local test coordinating and disease investigation (contact tracing). The State of Wisconsin will do the disease investigation portion if Columbia County chooses. Motion by Foley have the State of Wisconsin conduct the disease investigations, second by Pufahl. Motion carried.

CLOSED SESSION

Motion by Foley to enter into closed session pursuant to WI State Statute Section 19.85 (1)(c), Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Wage Adjustment – Nurse Manager]. Second by Rohrbeck. Committee roll call to go into closed session was unanimous. Committee went into closed session at 9:16 AM.

OPEN SESSION

The Committee returned to open session at 9:29 AM.

Columbia Health Care Center

- Motion by Rohrbeck to approve a wage adjustment for a Nurse Manager as detailed during the closed session, second by Wingers. Motion carried.


Human Resources

- Ruf presented a COVID-19 update with the position requests that were approved by the Executive Committee during the pandemic.
- Ruf presented a proposal for the COVID-19 hazard pay for employees who were in higher risk of contracting COVID-19 positions. This was an information only item.
- Ruf presented a proposal to extend the 90-day vacation carry over through December 31, 2020 due to the COVID-19 pandemic. Motion by Rohrbeck to approve the proposal presented, second by Foley. Motion carried.
- Ruf presented the proposed 2021 budget process for new and revised position requests. This was an information item only, as well.
- Ruf introduced Jodi Burmania, HR Manager and Jamie Henriksen, HR Program Coordinator, to the new Human Resources Committee. Tara Kessenich, Payroll & Benefits Coordinator, was not present, but was also acknowledged.

The next HR Committee meeting is scheduled for Friday, July 10, 2020, at 8:00 AM at the Administration Building in Meeting Room 115.

Motion by Foley to adjourn the meeting at 10:08 AM, second by Rohrbeck. Motion carried.

Respectfully Submitted


Barry Pufahl
Secretary Human Resources Committee


Jamie Henriksen
Recording Secretary