

COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, July 6, 2018

Committee Members Present: Bruce Rashke, Adam Field, Barry Pufahl, Dan Drew, Matthew Rohrbeck
Also in Attendance: Joseph Ruf, Vern Gove, Susanna Bradley, Nancy Long, Cory Wiegel, Dennis Richards, Amy Yamriska, Clint Starks, Stacy Davenport, Cathy Karls, 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 Pufahl to approve the agenda, second by Drew. Motion carried.

Approval of Minutes

Motion by Pufahl to approve meeting minutes from June 1, 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

Interviews have been scheduled for the Planning and Zoning Director. 2019 budget requests have been received from various departments and the work has begun on the HR department budgets.

SHERIFF

Sheriff Dennis Richards presented the following requests related to the position of Jail Nurse and Health Care Service Administrator.

- Review of job description with recommended changes by the Sheriff. Discussion. Motion by Field to approve the changes as submitted, second by Drew. Motion carried.
- Compensation for the position was summarized by the Sheriff with an explanation of duties and responsibilities. The request includes moving the position from Grade H to Grade J with costing provided. The Sheriff defined the requirements confirming additional staff are contracted to provide the services limiting the expense of benefits. Discussion to add the Jail Nurse and Health Care Service Administrator to the Carlson Dettmann compensation study for Grade placement. Motion by Pufahl to deny the Grade placement change and keep the position in Grade H, second by Drew. Motion carried.
- Motion by Pufahl to approve the replacement of the position due to a retirement, second by Rohrbeck. Motion carried.

BUILDING AND GROUNDS (B&G)

Cory Wiegel, B&G Director, presented a replacement request for a Maintenance Mechanic due to a retirement. Motion by Pufahl to approve the request, second by Rohrbeck. Motion carried.

COLUMBIA HEALTH CARE CENTER (CHCC)

Amy Yamriska submitted a third 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 Pufahl, second by Drew to approve the request for 30 days. Motion carried.

HEALTH AND HUMAN SERVICES (HHS)

Clint Starks, Division Administrator Behavior Health and Long Term Support (BHLTS) presented the following requests:

- Economic Support Specialist (ESS) replacement request due to a retirement. Motion by Pufahl to approve the request, second by Drew. Motion carried.

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- Drug Treatment Coordinator replacement request due to a resignation. Discussion of what department the position should be under related to grant funding from the Department of Justice. Motion by Pufahl to approve the request, second by Drew. Motion carried.
- Social Worker replacement request due to a resignation. Motion by Pufahl to approve the replacement request, second by Field. Motion carried.
- Request to hire 3 LTE Social Workers from 8/1/18 through 7/31/19 to fulfill Medication Assisted Treatment and Recovery Services (MATRS) grant. Current vendor is not meeting contract requirements as agreed upon. The request was tabled by the Finance Committee suggesting HHS continue to explore the option of finding another contract provider to fulfill the required services in staffing. Clint Starks reported on their progress. Discussion on revenue, billing, Medical Assistance (MA) in addition to other aspects of the program and effects on the program participants. Motion by Pufahl to table the request, second by Field. Motion carried.
- Review of Social Worker job description with recommended changes presented. Discussion. Motion by Pufahl to approve the changes as submitted, second by Field. Motion carried.

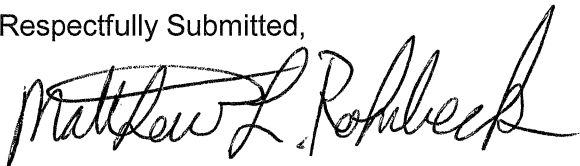
HUMAN RESOURCES

A special meeting of the HR Committee will be scheduled to review the market update to the County Compensation Plan. Carlson Dettmann Consulting representative, Patrick Glynn, will present the results. The Committee will meet on Friday, July 27, 2018 at 11:00 AM in Room 115.

The next HR Committee meeting is scheduled for Friday, August 3, 2018, at 8:00 AM in the Administration Building Meeting Room 115.

Motion by Rohrbeck, second by Drew to adjourn the meeting at 9:03 AM. Motion carried.

Respectfully Submitted,



Matthew Rohrbeck
Human Resources Committee Secretary



Jane Bescup
Recording Secretary