

# 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](http://www.co.columbia.wi.us)

## Columbia County Human Resources Committee Minutes Friday, September 4, 2020

Committee Members Present: Adam Field, Matthew Rohrbeck, Barry Pufahl, JoAnn Wingers and James Foley

Also in Attendance: Vern Gove, Mike Weyh, Roger Brandner, Kathy Johnson, Jeff Hoffman, Joseph Ruf, III, Jodi Burmania and Jamie Henriksen

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

### Approval of Agenda

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

### Approval of Minutes

Motion by Wingers to approve both the minutes from the HR Committee Meeting and the Joint Human Resources Committee and the Executive Committee both held on August 7, 2020, second by Foley. Motion carried.

### Approval of Expenditure Report

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

### Sheriff

- Sheriff Brandner presented a position replacement request for a Jailer due to a resignation. Motion by Pufahl to approve the position replacement request for a Jailer, second by Rohrbeck. Motion carried.

### UW Extension

- Jeff Hoffman, UW Extension Area Director, presented a position request to decrease the hours for the vacant Administrative Assistant position from 37.5 hrs/wk to 25.0 hrs/wk. Hoffman also presented an updated position description for an Administrative Assistant. Motion by Pufahl to approve the position request and the updated position description, second by Wingers. Motion carried 3-2 with Rohrbeck and Foley opposed.

### CLOSED SESSION

Motion by Rohrbeck 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 [Employee Donated Sick Time Request]. Second by Foley. Committee roll call to go into closed session was unanimous. Committee went into closed session at 8:32 a.m.

### OPEN SESSION

Motion by Pufahl to return to open session. Second by Rohrbeck. The Committee returned to open session at 8:45 a.m.

Human Resources Committee Meeting  
September 4, 2020


**Human Resources**

- Motion by Rohrbeck to approve the request for donated sick time as detailed during the closed session, second by Pufahl. Motion carried.
- Discussion by Ruf regarding the 2021 Across the Board (ATB) wage increase that would increase the Employee Compensation Schedule by a set percentage. Motion by Pufahl to give performance bonuses to the employees that are not eligible to receive a step increase in 2021. Motion failed for lack of a second. Motion by Field to recommend an ATB range increase to the Finance Committee of .50% to .75%, second by Wingers. Motion by Pufahl to amend the motion to include an increase range of .50% to 1.0%. Motion failed for lack of a second. Field's original motion to recommend an increase range of .50% to .75% to the Finance Committee passed 4-1 with Pufahl opposed.

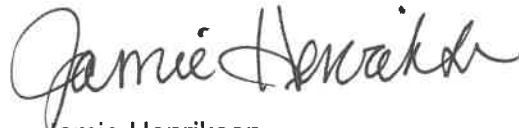
The next HR Committee meeting is scheduled for Friday, October 2, 2020, at 8:00 a.m. at the Administration Building in Meeting Room 115.

Motion by Rohrbeck to adjourn the meeting at 9:31 a.m., second by Foley. Motion carried.

Respectfully Submitted,



Barry Pufahl  
Secretary Human Resources Committee



Jamie Henriksen  
Recording Secretary