



# 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 6, 2019

Committee Members Present: Adam Field, Dan Drew, Barry Pufahl and Matthew Rohrbeck

Excused absence: Bruce Rashke

Also in Attendance: Vern Gove, Tom Borgkvist, Nancy Long, Susanna Bradley, Sheriff Roger Brandner, Dawn Woodard, Chris Hardy, Joseph Ruf, Jodi Burmania, Jamie Henriksen

The meeting was called to order by Vice 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 Drew to approve the agenda, second by Pufahl. Motion carried.

### Approval of Minutes

Motion by Pufahl to approve both the meeting minutes from the August 2, 2019 Human Resources Committee Meeting and from the Joint Human Resources/Executive Committee Meeting, second by Rohrbeck. Motion carried.

### Approval of Expenditure Report

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

### Health & Human Services

- HHS Director, Dawn Woodard, presented a position replacement request for a MAT Grant Funded Social Worker. This position will sunset when the grant is discontinued. Motion by Pufahl to approve the position replacement request but only for a maximum of one (1) year, (grant runs through 6/2020) second by Drew. Motion carried.

### Highway & Transportation

- Highway Commissioner, Chris Hardy, presented a position replacement request for a Highway Maintenance Worker due to a resignation. Motion by Pufahl to approve the position replacement request, second by Rohrbeck. Motion carried.
- Chris Hardy presented a position replacement request for the Highway Fleet Manager due to a retirement. Motion by Rohrbeck to approve the position replacement request, second by Drew. Motion carried.
- Joe Ruf presented a wage adjustment request for two (2) Highway Maintenance Workers that have been promoted to Patrolman as the increase slightly exceeds 5% over their current hourly rate. Motion by Drew to approve the wage adjustment, second by Pufahl. Motion carried.

### Sheriff

- Sheriff Brandner discussed a wage adjustment for the Chief Deputy, Sheriff Brandner and the Chief Deputy are satisfied with the Chief Deputy's current wage. No action taken by HR Committee.

### Veteran's Service

- Joe Ruf stated that no action needs to be taken on the request to extend time to use vacation. The issue was resolved prior to the meeting; no action taken by the HR Committee.

Human Resources Committee Meeting  
September 6, 2019

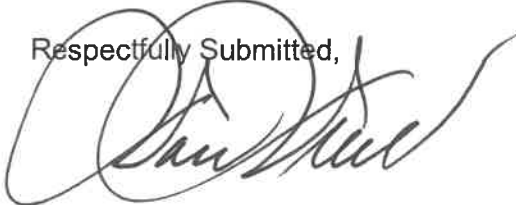
**Human Resources**

- Discussion by Ruf regarding the 2020 Across the Board (ATB) to increase the Employee Compensation Schedule. The HR Committee will review the 2020 ATB at a future meeting.
- Discussion by Ruf regarding the Position Replacement and Revision Process. Due to the timing of monthly Committee meetings, Chair Gove can approve positions being advertised prior to Committee approval.
- Joe Ruf presented a position replacement request for an Assistant Corporation Counsel due to a resignation. Discussion regarding possible revision to the notice of resignation policy. Motion by Rohrbeck to approve the position replacement request, second by Pufahl. Motion carried.

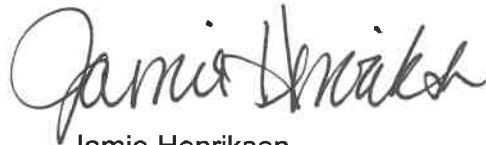
The next HR Committee meeting is scheduled for Friday, October 4, 2019, at 8:00 AM at the Administration Building in Meeting Room 115.

Motion by Rohrbeck to adjourn the meeting at 8:46 AM, second by Drew. Motion carried.

Respectfully Submitted,



Dan Drew  
Secretary Human Resources Committee



Jamie Henriksen  
Recording Secretary