

# COLUMBIA COUNTY

Board of Supervisors

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## **Columbia County Human Resources Committee Minutes Friday, October 4, 2019**

Committee Members Present: Bruce Rashke, Adam Field, Dan Drew and Barry Pufahl

Excused absence: Matthew Rohrbeck

Also in Attendance: Vern Gove, Nancy Long, Sheriff Roger Brandner, Chris Hardy, Cory Wiegel, Joseph Ruf and Jamie Henriksen

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

### Approval of Agenda

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

### Approval of Minutes

Motion by Field to approve all of the following Committee Minutes: Sept. 6, 2019 Human Resources Committee, Sept. 18, 2019 Human Resources Committee and Sept. 18, 2019 Joint Human Resources/Public Safety Committees, second by Drew. Motion carried.

### Approval of Expenditure Report

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

### **Facilities Management**

- Cory Wiegel, Facilities Management Director, presented a position replacement request for a part time Clerk Typist/Administrative Assistant. He proposed a compensation adjustment and a reclassification from a Clerk Typist, Grade F to an Administrative Assistant, Grade G. Motion by Field to approve the position replacement request for a part time Administrative Assistant at a Grade G, second by Drew. Motion carried.

### **Highway & Transportation**

- Highway Commissioner, Chris Hardy, presented a position description revision request for a Highway Fleet Manager. Motion by Pufahl to approve the position description revision request, second by Drew. Motion carried.

### **Sheriff**

- Sheriff Brandner presented a position replacement request for a Patrol Lieutenant due to a retirement. Discussion that the new hire will be a Deputy with internal promotions to fill the Patrol Lieutenant position. Motion by Pufahl to approve the position replacement request, second by Drew. Motion carried.

### **Health & Human Services**

- Joe Ruf presented information that due to a promotion within the BHLTS Division, there will be an opening for a Social Worker and there may be some movement among currently employed Social Workers to fill vacancies. Human Resources Committee would like to be more aware of internal job movement. HR will work to provide information at each monthly HR Committee Meeting as to which position(s) were filled the prior month.

### **Human Resources**

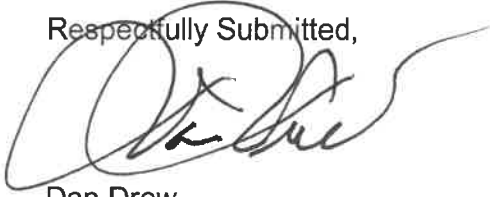
- Discussion by Ruf regarding the 2020 Resolution for a 1.5% Across the Board (ATB) increase to the Employee Compensation Schedule. Motion by Pufahl to approve the 1.5% increase, second by Rashke. Motion passed 3-1 with Drew opposed.

Human Resources Committee Meeting  
October 4, 2019

The next HR Committee meeting is scheduled for Friday, November 1, 2019, at 8:00 AM at the Administration Building in Meeting Room 115.

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

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Dan Drew', with a large, sweeping flourish extending to the right.

Dan Drew  
Secretary Human Resources Committee

A handwritten signature in black ink, appearing to read 'Jamie Henriksen', with a large, sweeping flourish extending to the right.

Jamie Henriksen  
Recording Secretary