

COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Monday, November 14, 2022

Committee Members Present: Adam Field, Keith F. Miller, Char Holtan, and Steven Rohrbeck

Excused Absence: Mike Weyh

Also in Attendance: Roger Brandner, Amy Yamriska, Chris Hardy, Brenda Yaskal, Susan Fisher, Jodi Burmania, and Jamie Henriksen

The meeting was called to order by Chair Field at 4:01 p.m. and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Miller to approve the agenda, second by Holtan. Motion carried.

Approval of Minutes

Motion by Rohrbeck to approve the October 10, 2022 Regular Human Resources Committee Meeting Minutes, second by Miller. Discussion. Motion carried.

Public Input

No public input.

Approval of Expenditure Report

Motion to approve the report by Holtan, second by Miller. Motion carried.

Columbia Health Care Center:

- Columbia County Health Care Center Administrator, Amy Yamriska, presented information regarding the need to increase incentives currently offered and include more eligible employees to entice employees to pick up shifts. CHCC currently has a \$2/hr. incentive for the PM C.N.A.s to pick up PM shifts. Yamriska is recommending implementation of a temporary incentive for staff to pick up an extra shift any time – this would not apply to staff being mandated due to an unfilled shift (different than mandating due to a call-in). Yamriska recommended a temporary incentive of \$5/hr. for extra shift hours picked up, to then revisit the need for this incentive in four months. This incentive will be for all C.N.A.s and regular nurses. Discussion. Motion by Miller to approve the increased incentive to \$5/hr. to include all C.N.A.s and nurses to be reviewed in four months, as presented, second by Holtan. Motion carried.

District Attorney:

- District Attorney, Brenda Yaskal, presented a position replacement request for a part-time (18.75 hours per week) Legal Secretary due to a resignation. Motion by Miller to approve the position replacement request for a part-time (18.75 hours per week) Legal Secretary as presented, second by Holtan. Motion carried.
- Yaskal presented a position replacement request for a Victim Witness Coordinator due to a resignation. Motion by Miller to approve the position replacement request for Victim Witness Coordinator as presented, second by Rohrbeck. Motion carried.

Sheriff:

- Sheriff Roger Brandner presented a position replacement request for a Dispatcher due to a resignation. Motion by Miller to approve the position replacement request for a Dispatcher as presented, second by Field. Motion carried.

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- Sheriff Brandner presented a position replacement request for a Deputy due to a resignation. Motion by Miller to approve the position replacement request for a Deputy as presented, second by Holtan. Motion carried.
- Sheriff Brandner presented Revisions to the General Employee Handbook – Proposed Changes due to Dispatcher Twelve (12) Hour Shift Change for 2023. Discussion. Motion by Miller to approve the revisions as presented, second by Holtan. Motion carried.

Highway & Transportation:

- Highway Commissioner, Chris Hardy, presented options for a solution to hire Master Mechanics as the department struggles to recruit skilled applicants at the current pay rates to fill vacancies. Hardy reported that the Highway and Transportation Committee met earlier in November and approved the Technical School option. Hardy explained the process and the timeframe. This was an informational item only.
- Hardy presented Revisions to the General Employee Handbook – Proposed Highway Temporary Assignment Pay Changes – Special Provisions for the Highway and Transportation Department – Additional Special Provisions for Field Employees – Temporary Assignment Pay. This language is being added to reflect changes to out-of-class pay that has already been approved regarding the operation of the Ferry and with the trainer pay for the new CDL requirements. Discussion. Motion by Field to approve the revisions as presented, second by Miller. Motion carried.

CLOSED SESSION

Motion by Holtan to enter into closed session pursuant to Wis. Stat. § 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Employee Unpaid Leave of Absence Request]. Second by Miller. Committee roll call to go into closed session was unanimous. Committee went into closed session at 4:54 p.m.

OPEN SESSION

Motion by Field to return to open session. Second by Miller. The Committee returned to open session at 4:58 p.m.

Action on Closed Session Items:

- Motion by Field to approve the unpaid leave of absence request for 25 hours as presented. Second by Holtan. Motion carried.

Human Resources

- Jodi Burmania, HR Program Manager, presented a general review of HR Department activities. Hiring continues and the HR staff continues to stay busy. Open enrollment for most of the benefits wrapped up last week. HR Staff has been looking into voluntary benefit options for 2023. As problems continue with Aspirus Divine Savior with pre-employment physicals, the HR team has now secured Prairie Ridge Health out of Columbus instead. This has been a positive change thus far.
- Discussion by Burmania regarding employee wellness and the opportunity for free chair massages from Blau Chiropractic. Employees from Blau Chiropractic would schedule days to come to our facilities and offer the free massages. HR staff will coordinate this benefit. Discussion. Motion by Holtan to support this idea as presented, second by Miller. Motion carried.
- Burmania and Assistant Corporation Counsel, Susan Fisher, presented the Resolution - 2023 Across the Board (ATB) Salary Increase of 2.0% for County Employees. Motion by Field to approve the 2023

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Across the Board (ATB) Salary Increase of 2.0% for County Employees Resolution as presented, second by Miller. Motion carried.

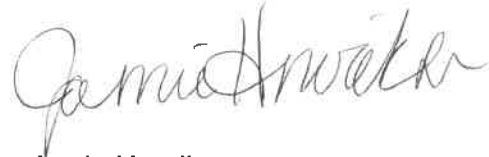
The next HR Committee meeting will be Monday, December 12, 2022, at 4:00 p.m. at the Administration Building in Meeting Room 115.

Motion by Holtan to adjourn the meeting at 5:00 p.m., second by Rohrbeck. Motion carried.

Respectfully Submitted,



Steven Rohrbeck
Secretary Human Resources Committee



Jamie Henriksen
Recording Secretary