

PERSONNEL COMMITTEE MEETING MINUTES
September 7, 2023
County Board Room

Present: Zipperer, Kennedy, Kilmer, Ryczek and Thompson.

1. Zipperer called meeting to order at 8:01 a.m.
2. Review and approval of August 3, 2023 minutes. Motion by Kilmer, second by Ryczek to approve the August 3, 2023 minutes. Motion carried.
3. Motion by Kennedy to approve the photo ID, keys and fob policy that has been approved by the Building & Grounds Committee, second by Kilmer. Motion carried.
4. Motion by Ryczek to change Comprehensive Community Services (CCS) Therapist position to a CCS Service Facilitator position, 2nd by Kilmer. Motion carried.
5. Motion by Ryczek to approve a new HWY worker position for 2024 to go to the finance budget meeting 2nd by Kennedy. Motion carried.
6. Motion by Kennedy to approve a new Lead Dispatcher position for 2024 to go to the finance budget meeting 2nd by Kilmer. Motion carried.
7. Motion by Zipperer to approve the HR department to have a Juneau County credit card, 2nd by Kilmer. Motion carried.
8. Motion by Kennedy to have Boardman & Clark LLP review/update existing policy manual and complete recommended standard additional policies second by Kilmer. Motion carried.
9. Motion by Kennedy to approve the Personnel and Insurance 2024 budget 2nd by Ryczek. Motion carried.
10. Motion by Kilmer and 2nd by Ryczek to go into closed session pursuant to Wis. Stat. s. 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, to wit: to discuss employee performance requirements for compensation and employment benefits within a specific County department. Roll call vote: Zipperer- Yes, Kennedy- Yes. Motion carried.
11. Motion to reconvene in open session by Kennedy and 2nd by Zipperer. Roll call vote: Kilmer – Yes, Ryczek – Yes. Motion carried.
12. Motion by Zipperer and 2nd by Kennedy to follow the personnel policy 4.1 Motion carried.
13. Next meeting October 5, 2023 at 8:30am

Submitted, Mechelle Thompson, H. R. Director