

MINUTES
MONDAY, MARCH 15 2021 – 9:00 AM
PERSONNEL & WAGES COMMITTEE OF
OCONTO COUNTY BOARD OF SUPERVISORS
CONFERENCE ROOM #1003/1004 – 1st FLOOR COURTHOUSE BLDG “A”
301 WASHINGTON STREET, OCONTO, WI 54153-1699
www.co.oconto.wi.us

(Draft minutes, not yet approved)

COMMITTEE PRESENT: Karl Ballestad, Dave Christianson, Gary Frank,

COMMITTEE ABSENT: Elizabeth Paape, Rose Stellmacher

OTHERS PRESENT: Kevin Hamann, Administrative Coordinator; Beth Ellingson, Corporation Counsel; Paul Bednarik, County Board Chair; Sharon Aubry, Administrative Assistant III-Admin/HR/EM; Todd Skarban, Sheriff; Lisa Sherman, Finance Director

TIME MEETING BEGAN: 9:00 a.m.

1. Approval of Agenda

A. Change of Sequence – None

B. Removal of Items –Remove 15,16,17 & 18

Motion by Christianson/Ballestad to approve the agenda as amended. The motion was voted on and carried.

2. Approval of Minutes of Previous Meeting

Motion by Ballestad/Christianson to approve minutes of previous meeting held on February 26, 2021 as presented. The motion was voted on and carried.

3. Communications – None

4. Monthly Employee Update Report – February 2021

Hamann reviewed the report with the Committee. Informational only, no formal action taken.

5. Review 2020 Applicant Tracking Report

Hamann reviewed report with the Committee. Informational only, no formal action taken.

6. Review Exit Interview Scoring Summary Report

Hamann reviewed report with the Committee. Discussion followed. Informational only, no formal action taken.

7. Review General Employees Vacation Schedule

Hamann reports this item was requested for discussion by Supervisor Stellmacher. Hamann reviewed current vacation schedule with the Committee. Discussion followed. Item was tabled until April agenda.

8. Monthly CPI-U Percentage Chart - Committee Reviewed handout. Current rates as follows:

	December	January	February	3 year average
Federal CPI	1.4%	1.4%	1.7%	1.8%
Midwest CPI	1.1%	1.2%	1.7%	1.44%
WERC	1.31%	1.23%	1.16	1.94%

Discussion followed. Informational only, no formal action taken.

9. Review Existing County Compensation Plan System

Hamann reviewed the current employee compensation plan system with the Committee. Discussion followed. This item will be placed on the April agenda for further discussion. No formal action taken.

10. Health Insurance Claims Report

Haman reviewed the report with the Committee. Informational only, no formal action taken.

11. Human Resources Department – 2021 Budget Report

Hamann reviewed the report with the Committee. Informational only, no formal action taken.

12. 2020 Administrative Coordinator Annual Report

Hamann reviewed the report with the Committee. Motion by Christianson/Ballestad to forward the 2020 Administrative Coordinator's Annual Report to the County Board. The motion was voted on and carried.

13. Announcements/General Information (No Action to be Taken)

Highway Committee discussed scheduling their four 10-hour days, reviewing starting that change in March/April going forward, but would be determined by the Highway Commissioner with the approval of the Highway Committee. Change will be made in the Employee Handbook when that takes place.

14. Set Next Meeting Date

Date of next regular meeting: Monday, April 19, 2021 at 9:00 a.m.

15. The Committee may adjourn to closed session, pursuant to s. 19.85 (1)(e), Wis. Stats. to discuss Oconto County's bargaining position with regard to Wisconsin Police Professional Association (WPPA) - Sheriff Deputy's working agreement. Item removed, see item 1B

16. The Committee shall reconvene to open session, pursuant to s. 19.85(2), Wis. Stats., to conduct all legal business. Item removed, see item 1B.

17. Closed Session: Employment – The Committee May Convene Into Closed Session Pursuant to WI Stat. 19.85 (1) (C) for the Purpose of Consideration of Employment, Promotion, Compensation, and Performance Evaluations. Item removed, see item 1B.

18. The Committee shall reconvene to open session, pursuant to s. 19.85(2), Wis. Stats., to conduct all legal business. Item removed, see item 1B.

19. Human Resources Director Compensation & Appointment

Hamann reviewed the resolution to change from Grade L to Grade N. Motion by Ballestad/Christianson to recommend for approval by the County Board the grade change from Grade L to Grade N for the Human Resources Director Compensation. The motion was voted on and carried. Hamann also reviewed the appointment of Michelle Schultz as the new Human Resources Director.

20. Adjournment

The meeting was adjourned by the Chair at 10:09 am

Sharon Aubry, Recording Secretary
Posted 03-16-2021