

**MINUTES**  
**MONDAY, NOVEMBER 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: Rose Stellmacher; Elizabeth Paape

OTHERS PRESENT: Kevin Hamann, County Administrator; Paul Bednarik, County Board Chair; Sharon Aubry, Administrative Assistant III-Admin/HR/EM; Lisa Sherman, Finance Director; Shelly Schultz, Human Resources Director;; Jody Armagost, Deputy Health & Human Services Director; Administrator; Betty Bickel Health & Human Services Business Manager

TIME MEETING BEGAN: 9:00 a.m.

**1. Approval of Agenda**

**A. Change of Sequence – None**

**B. Removal of Items – None**

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

**2. Approval of Minutes of Previous Meeting**

Motion by Ballestad/Christensen to approve minutes of previous meeting held on October 18, 2021 as presented. The motion was voted on and carried.

**3. Communications – None**

**4. Monthly Employee Update Report – October, 2021**

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

**5. Monthly CPI-U Percentage Report**

|             | August | September | October       | 2 year average |
|-------------|--------|-----------|---------------|----------------|
| Federal CPI | 5.3%   | 5.4%      | 6.2%          | 2.61 %         |
| Midwest CPI | 5.7%   | 5.7%      | 6.6%          | 2.61%          |
| WERC        | 2.67%  | 3.0%      | Not Available | Not Available  |

Discussion followed. Informational only, no formal action taken.

**6. Employee Handbook review and discussion**

Schultz reviewed the changes that are being proposed with the Committee. Motion by Christensen/Ballestad to forward to County Board for approval. The motion was voted on and carried. Consent agenda

**7. Administrative Manual Review and Discussion**

Schultz reviewed the changes that are being proposed with the Committee. Motion by Ballestad/Christensen to forward to County Board for approval. The motion was voted on and carried. Consent agenda

**8. Health Insurance Claims Report**

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

**9. Discussion and Possible Action of Vaccine Mandate**

Schultz reports that there isn't any movement on this since last month. Still nothing we need to comply with. There will be no action at this time by the County on this item.

**10. Human Resources Department – 2021 Budget Report**

Schultz reviewed the 2021 Human Resources budget with the Committee. Informational only, no formal action taken.

**11. Announcements/General Information (No Action to be Taken) - None**

**12. Set Next Meeting Date**

Date of next regular meeting: Monday, January 17, 2022 at 9:00 a.m.

**13. Adjournment**

The meeting was adjourned by the Chair at 9:37 am

**Sharon Aubry, Recording Secretary**

**Posted 11-16-2021**