

MINUTES

PERSONNEL COMMITTEE

December 10, 2014

The Personnel Committee meeting was called to order by Chairman Ron Heuer at 4:30 PM on December 10, 2014 at the Administration Center.

Present: Ron Heuer John Pagel Kaye Shillin Linda Sinkula Bruce Heidmann Lee Luft Bob Weidner Larry Kirchman Tom Romdenne

Also present: Ed Dorner Jeff Wisnicky Chuck Wagner Greg Thousand Melissa Annoye Debra Hakari Carol Lenius Sandy Winnemueller Tina Paral Kristin Veleke Shawn Leonardson

Moved by Heidmann second by Luft to adopt the agenda. Motion carried.

Greg Thousand, Human Services Director, addressed the Committee regarding Family Care and the impact it will have on staffing. Family Care is scheduled for implementation in Kewaunee County on June 1, 2015. This will result in a reduction in staffing from two managers and eight case workers to one manager and three case workers. Staff personnel appeared to speak regarding the staff structure changes. Job descriptions were presented for the manager and case worker positions.

Moved by Luft second by Heidmann to approve the job description for the Family and Community Services Manager. Motion carried: 7 yes 2 no {Sinkula Shillin}.

Moved by Kirchman second by Romdenne to approve the position description for the Children's Long-Term Support Worker. Motion carried: 7 yes 2 no {Sinkula Shillin}.

Moved by Romdenne second by Luft to approve the position description for the Birth to Three Services Coordinator/Safe and Stable Families Coordinator. Motion carried: 7 yes 2 no {Sinkula Shillin}.

Moved by Heidmann second by Weidner to send the issue regarding ADRC Lakeshore employees using County vehicles back to the HHS Committee for a recommendation. Motion carried.

Administrator Dorner stated that the Public Health Agency will continue as a stand-alone Agency and he will have an appointment for Public Health Director for approval by the County Board at the December 16th Board meeting.

Moved by Heidmann second by Luft to table the wage adjustment for a Land and Water employee until the new department hire has been made. Motion carried: 8 yes 1 no {Weidner}.

Moved by Weidner second by Kirchman to approve the Position Reclassification Policy as presented by Corporate Counsel. Motion carried.

Moved by Weidner second by Pagel to table the Land and Water Department position reclassification until the Land and Water Committee has reviewed the request and submit a recommendation to the Personnel Committee. Motion carried.

Moved by Weidner second by Heidmann to approve the appointment of Jeff Wisnicky as Interim County Administrator and have a Resolution sent to the County Board for final approval. Motion carried.

Administrator Dorner informed the Committee regarding vacant positions that are in the process of being filled. These positions are: Public Health Director, Clerk of Courts Secretary, Assistant Janitor, Highway Eligibility List, Conservation Specialist and County Administrator.

Next meeting of the Personnel Committee will be on January 14, 2015 at 4:30 PM.

Moved vby Kirchman second by Heidmann to adjourn. Motion carried.

Meeting adjourned at 6:45 PM.

Submitted by: Thomas J. Romdenne, Secretary