

Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

Meeting Minutes

Date: Wednesday, October 12, 2016 / Time: 12:00 Noon / Training Room
Kewaunee County HHS Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 12:02 p.m. by Bob Weidner.

Roll Call: Members present were Scott Jahnke, Larry Kirchman, John Mastalir, Gary Paape, John Pagel, Tom Romdenne, Kaye Shillin, Bob Weidner. Linda Sinkula was excused.

Others present: Jeff Wisnicky, Scott Feldt, Terri Albrecht

Approve October 12, 2016 Personnel Committee Meeting Agenda: Motion by John Pagel, second by Tom Romdenne to approve the October 12, 2016 agenda. Motion carried.

Approve September 15, 2016 Meeting Minutes: Motion by Gary Paape, second by Kaye Shillin to approve the September 15, 2016 meeting minutes. Motion carried.

Adoption of HIPAA Policy: Jeff Wisnicky introduced HIPAA Policy updates to the Personnel Committee last month and is looking for the committee to approve the policy at this time. If approved, this will go before the full County Board this month. Motion to approve by John Mastalir, second by Tom Romdenne. Motion carried.

Adoption of Drug Endangered Children Protocol: Jeff Wisnicky introduced Drug Endangered Children Protocol to the Personnel Committee last month and is looking for the committee to approve it at this time. Motion to approve by Gary Paape, second by Kaye Shillin. Motion carried.

Discussion and Possible Action – Pay Plan Proposal: Scott Feldt indicated copies of the pay plan proposal (version 2.3) were previously distributed to the Personnel Committee. Scott indicated he put together a pay scale that the Personnel Committee could adopt that would give clarification or uniformity of hourly wages of employees into 11 steps. Budgeted this year would be 1.63% (which includes a cost of living increase). Scott Feldt recommended that if an employee has an unsatisfactory performance evaluation that they would not move to the next step. The proposed pay plan does not include Teamster employees, radio operator/jailers, law enforcement command staff or elected officials. Scott Feldt explained that almost always Kewaunee County will pay less than counties around us, because we are smaller and have a smaller tax base. Scott Feldt informed the committee that he tried to balance so we have a fairly competitive wage though on the lower end and to create an environment that lets employees know their time is appreciated will help with employee satisfaction. Motion to approve the pay plan as presented by John Pagel, second by Larry Kirchman. Motion carried. Upon review with the committee members, Bob Weidner directed Scott Feldt to make a scaled down version of the pay plan with all positions to make as a resolution for the full County Board.

7a. Reconsideration of Employee Wage Request: Terri Albrecht explained that she provided the Personnel Committee with additional information to review from last month in order for the committee to see better comparables and be more informed. John Pagel explained that Terri has been in the LWCD for 42 years and the committee should consider doing something. Scott Feldt explained that if we do, that will have every employee more than 15 years in the position ask to move the step and we will lose the sustainability of the pay plan. Bob Weidner explained this is not a system to recognize merit. Bob Weidner asked the committee members if they wanted to reconsider this wage request. Based on the responses from the committee members, Bob then explained that the committee did not want to reconsider this wage request and that there was no action of the committee to change their previous action.

Other Matters Authorized by Law: Scott Feldt distributed the Personnel Report.

The committee had a short discussion regarding codification of county ordinances and will put the topic on the agenda next month for approval.

Public Comment: None.

Next Meeting : November 16, 2016 at noon.

Adjournment: Motion by Larry Kirchman, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 1:25 p.m.

Submitted by:
Peggy Jeanquart

