

PERSONNEL
January 29, 2020

- Call to order** The meeting was called to order at 10:00 a.m. by Supervisor Gerry Krachey in the absence of Chairman Brad Steiner. Committee members present were Larry Kelley and Duane Rogers. Also present were Cheri Leachman, Human Resources, County Board Chairman Tom Cornford and Clerk Janet Geisler.
- Verify posting** The Chairman verified that the meeting notice was properly posted.
- App of minutes** Rogers moved, Kelley seconded to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- Carl Orr arrived at 10:07 a.m.
- Closed session** Rogers moved, Kelley seconded to move into closed session pursuant to Section 19.85(1)(c) regarding employee issues.
- Open session** Orr moved, Rogers seconded to move into open session pursuant to Section 19.85(2).
- Motion** Kelley moved, Orr seconded to support and approve the disciplinary action taken by Sheriff McCullick. The motion carried with no negative votes cast.
- 6 month review** Commissioner Kyle Kozelka joined the meeting. Chairman Tom Cornford advised that a six-month review was given to Highway Commissioner. A copy of the review was distributed. The committee complimented Kyle on his good work. Kyle advised the committee that if there was anything that they wanted to discuss with him in the future, to please let him know.
- Recent hires** Dan McWilliams, Human Services Director, appeared to give an update on the recent hires.
- Lead Social Worker – Cari Polodna accepted the position at the six month wage which is 27.08 per hour. She will be on a six month introductory period which began on January 1, 2020. Her 30 day transition period will end January 31, 2020. Cari has told Dan that she will be staying in the position.

- Full-time receptionist – Tara McCumber was offered the full time position and has accepted it with an effective day of January 1, 2020. Her salary is at the six-month introductory period at the rate of 14.82 per hour.

Orr moved, Kelley seconded to approve the Lead Social Worker hiring of Cari Polodna. The motion carried with no negative votes cast.

Kelley moved, Rogers seconded to approve the Full-time Receptionist hiring of Tara McCumber. The motion carried with no negative votes cast

Child Welfare

Dan advised that the position of Child Welfare Social Worker was included in his 2020 Budget. The job description was approved at the November meeting. It was necessary to wait until Cari had completed her 30-day transition period before recruiting for the position.

Orr moved, Kelley seconded to approve the recruitment for the Child Welfare Social Worker position. The motion carried with no negative votes cast.

Closed session

Rogers moved, Kelley seconded to move into closed session pursuant to Section 19.85(1)(c) regarding an employee issue.

Open session

Kelley moved, Rogers seconded to move into open session pursuant to Section 19.85(2).

Sanitarian/Public Health

Dan distributed copies of a job description for a Sanitarian/Public Health Nurse and explained what the job duties would be and the need for this position.

Kelley moved, Rogers seconded to approve advertising for a Sanitarian/Public Health Nurse. The motion carried with no negative votes cast.

Supervisor Carl Orr left the meeting at 11:05 a.m.

Constitutional

A resolution was presented to set the salaries for the Constitutional Officers of County Clerk, Treasurer and Register of Deeds. This will be presented to the full County Board for approval.

HR report

Cheri Leachman reported on several proposed changes in the Personnel policy which pertain to sick leave, leave of absence and

FMLA. The FMLA policy will change from a calendar year to a rolling year.

Kelley moved, Cornford seconded to approve forwarding the recommendations of changes in the personnel policy to the full County Board. The motion carried with no negative votes cast.

Next meeting February 26, 2020 at 10:00 a.m.

Adjourn Cornford moved, Rogers seconded to adjourn. The motion carried with no negative votes cast and the meeting adjourned at 11:45 a.m.

**Janet Geisler
County Clerk**