

PERSONNEL
July 31, 2019

- Call to order** The meeting was called to order at 10:00 a.m. by Chairman Brad Steiner. Committee members present were Carl Orr, Larry Kelley, Duane Rogers and Gerry Krachey. Also present were County Board Chairman Tom Cornford; Cheri Leachman, Human Resources Specialist and Clerk Janet Geisler.
- Verify posting** The Chairman verified that the meeting notice was properly posted.
- App of minutes** Kelley moved, Orr seconded to approve the minutes of the previous meetings. The motion carried with no negative votes cast.
- Jailer position** Sheriff Dale McCullick joined the meeting and explained that there had been an error in the job posting. The posting stated that the candidate must be trained, instead of shall be trained, in standard jail certification. Liz LaHaie was the only candidate that applied that is jail certified. She is already working part-time as a jailer. The Sheriff contacted the labor attorney and was told that he could either re-advertise or bring the matter to the Personnel Committee for approval.
- Kelley moved, Orr seconded to approve the hiring of Liz LaHaie as a jailer with her first day of work being August 4th. The motion carried with no negative votes cast.
- 2020 increases** In order to begin the budget process, salary increases need to be determined for the 2020 budget for employees. The Sheriff's union is receiving a 2.5% increase for 2020.
- Krachey moved, Rogers seconded to approve forwarding on to the full County Board for approval a 2.5% increase for employees for 2020.
- Human Resources** Cheri Leachman addressed the committee. She is reviewing policies and procedures. She plans to be in the office every Tuesday and probably Friday afternoons depending on what work needs to be done. She plans on setting up department head meetings in the near future. An e-mail was sent to department heads and employees encouraging them to contact her with any thoughts or ideas that they would like her to look at.

**Employees working
The Fair**

Supervisor Mary Kuhn addressed the committee. She stated that after a Personnel meeting last year, the County promised to look into the matter of County employees working at the Fair. She is asking the committee to make a decision on this matter. Mary feels that if a department head agrees that an employee can work at the fair that they should not have to use any type of leave time. Thursday and Friday is when the most help is needed. If an employee works on either Saturday or Sunday, then the employee is donating their time.

Department heads would need to know how many people from their department would be working. Mary stated that the Fair is not asking department heads to give up their employees

Krachey moved, Rogers seconded that department heads will have the final approval of which, if any, employees can work their time at the Crawford County Fair. Employees must flex their worked hours the same week of the Fair. Employees will not receive overtime hours or mileage and any time served after the department head approved hours will be considered volunteer hours. The motion carried with no negative votes cast.

Closed Session

Krachey moved, Orr second to move into closed session pursuant to Section 19.85(1)(c) for updated information on an outstanding personnel issue. The motion carried unanimously upon call of the roll.

Open Session

Orr moved, Krachey second to move into open session pursuant to Section 19.85(2). The motion carried with no negative votes cast.

Next meeting

August 28, 2019 at 10:00 a.m

Adjourn

Krachey moved, Orr seconded to adjourn. The motion carried with no negative votes cast and the meeting adjourned at 11:30 a.m.

**Janet Geisler
County Clerk**