

PERSONNEL COMMITTEE MEETING
December 14, 2023

The regular meeting of the Personnel Committee was called to order by Chair David Abendroth at 4:00 PM on Thursday, December 14, 2023 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The meeting was held both in person and via remote access. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Dave Abendroth
 Luke Dretske (remote to start – in person at 4:06)
 Nita Krenz
 Bob Schweder
 Sue Wendt

Other County Employees Present: Liz Otto, County Clerk; Jason Jerome, HHS Director (remote); Cate Wylie, County Administrator; Jeff Mann, Corporation Counsel; Ken Stephani, Finance Director; Derek Mashuda, Highway Commissioner; Matt Vandekolk, Chief Deputy; Renee Thiem-Korth, Register of Deeds

MINUTES OF 09/14/2023 and 09/27/2023

Motion/second (Wendt/Schweder) to approve the minutes of the 09/14/2023 and 09/27/2023 meetings as presented with no corrections or changes. Motion carried with no negative vote.

PUBLIC COMMENT

Chief Deputy Matt Vandekolk spoke in regard to the ongoing hiring challenges in all units of the Sheriff's Office. He addressed the substantial amount of overtime required due to staffing shortages and stated that applicants are few and far between. Vandekolk urged the committee to develop strategies to retain current employees as well as attract new ones in this very competitive market. He cited the large increase in wages at state institutions as one thing to consider moving forward.

RESOLUTIONS

- **Resolution to Formalize Highway Schedule of Four 10-Hour Days**

Motion/second (Schweder/Krenz) to approve the resolution and forward to County Board for final approval. Supervisor Schweder stated that the pilot program has proven to be a positive situation at the Highway Department and saves money as well and recommends approval. Motion carried with no negative vote.

- **Resolution to Restructure Register of Deeds Office**

Motion/second (Schweder/Krenz) to approve the resolution and forward to County Board for final approval. Supervisor Dretske asked for clarification from Register of Deeds Renee Thiem-Korth. Thiem-Korth stated the reasons for the resolution. Motion carried with no negative vote.

PERSONNEL POLICY UPDATES

County Administrator Cate Wylie explained the following changes and/or updates to the Personnel policy:

- Addition of organ donation/bone marrow transplant policy
- Addition of internship program policy

- Changes and clarification on job shadow policy
- Changes to sick leave policy for new employees
- Changes to personal leave policy for all employees

Discussion held.

Motion/second (Wendt/Krenz) to approve organ donation/bone marrow policy as presented. Motion carried with no negative vote.

Motion/second (Schweder/Krenz) to approve policy in regard to internships and volunteers as presented. Motion carried with no negative vote.

Motion/second (Schweder/Wendt) to approve changes and clarification of Job Shadow policy. Motion carried with no negative vote.

Motion/second (Schweder/Krenz) to approve change to sick leave policy for new employees to an accrual basis at start of employment. Motion carried with no negative vote.

Motion/second (Schweder/Dretske) to approve change to personal leave to allow employees to use it in increments of no less than one hour at a time. Motion carried with no negative vote.

HR MONTHLY UPDATE

County Clerk Liz Otto provided an update on employee exits and new hires for 2023 as compared to 2022. Also gave an update on health, dental and vision insurance.

COMMITTEE DISCUSSION

Future meeting date: January 11, 2024 @ 4:00 PM

Future agenda items:

ADJOURNMENT

Chair Abendroth adjourned the meeting at 4:34 PM.

Submitted by,



Liz Otto
County Clerk