

PERSONNEL & BARGAINING COMMITTEE MEETING MINUTES
TUESDAY, FEBRUARY 20, 2024
County Board Room
Black River Falls, WI 54615

In Attendance: J. Amo, E. Chamberlain, J. Higgins, A. Staff, R. Carney,
G. Rolbiecki, S. Meinerz, G. Konze, B. Cobb, T. Cooper, R. Poff,
J. Sahr, T. Chonka-Michaud, S. Marg, C. Altman

Absent: C. Jensen

OPEN SESSION

- A. Call to Order- by J. Amo at 9:00 a.m. All in attendance with the exception of C. Jensen.
- B. Motion to approve minutes from previous meeting by J. Higgins, seconded by G. Rolbiecki. All voted aye, motion carried.
- C. Next Meeting Date and Time: March 21, 2024 @ 9:00 am.
- D. Approve update to Public Health Specialist I/II job description
B. Cobb shared with the committee that the Public Health Specialist I/II job description currently requires a Bachelor's degree and she is looking to have the wording changed to state a Bachelor's degree is preferred; minimum of three to five (3-5) years' professional experience in Public Health; or an equivalent combination of education and experience may be considered. Motion to update the Public Health Specialist I/II job description to reflect the updated qualifications by R. Carney, and seconded by E. Chamberlain. All voted aye, motion carried.
- E. Approve update to Community Service Request form
S. Meinerz would like to add verbiage to the form that if the community service is not completed in the County, the service performed would have a benefit to the County. Motion to update the Community Service Request form by G. Rolbiecki, seconded by A. Staff. All voted aye, motion carried.
- F. WERC CPI Percentages
S. Meinerz shared 3.85% is the most recent CPI calculation for August 1, 2024.
- G. Discussion on Elected Official Wages; Treasurer, Register of Deeds, County Clerk
S. Meinerz presented two options of wages to the committee for the next four-year term for our Treasurer, Register of Deeds and County Clerk. When the wage study was implemented, it was determined the Treasurer and Register of Deeds fall into grade 14 and County Clerk grade 15. The difference in the options presented is what step the position would be placed in. The following wages were presented as Option 1:
- | <u>OFFICIALS</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> | <u>2028</u> |
|-------------------|-------------|-------------|-------------|-------------|
| Treasurer | \$77,563 | \$78,478 | \$79,498 | \$80,517 |
| Register of Deeds | \$77,563 | \$78,478 | \$79,498 | \$80,517 |
| County Clerk | \$78,499 | \$80,579 | \$82,638 | \$83,720 |
- Motion to approve Option 1 as annual compensation and to include the annual Cost-of-Living Adjustment for the Treasurer, Register of Deeds, and County

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Clerk by G. Rolbielcki, and seconded by R. Carney. All voted aye, motion carried.

- H. Expense Vouchers and Budget was presented by S. Meinerz. Motion to approve expense vouchers as presented by A. Staff, seconded by E. Chamberlain. All voted aye, motion carried.
- I. Personnel Report
 - Recruitment Report - An updated recruitment report with vacancies and new hires was provided to the Committee.
- J. Adjournment of Meeting. Motion to adjourn at 9:27a.m. by G. Rolbiecki, seconded by J. Higgins. All voted aye, motion carried.