

PERSONNEL & BARGAINING COMMITTEE MEETING MINUTES
THURSDAY, MARCH 18, 2021
County Board Room
Black River Falls, WI 54615

In Attendance: R. Ransom, J. Amo, R. Carney, C. Jensen, K. Thayer, R. Stevens, A. Staff, S. Meinerz, C. Altman, R. Poff, Chief Deputy Olson, Sheriff Waldera, G. Konze

Absent:

OPEN SESSION

- A. Call to Order- by R. Ransom at 8:30 a.m. All in attendance.
- B. Motion to approve minutes from previous meeting by A. Staff, seconded by R. Carney. All voted aye, motion carried.
- C. Next Meeting Date and Time: April 22, 2021 @ 8:30 am.
- D. Host for Next Meeting: Susie Meinerz
- E. Approve Job Descriptions
 - Shop Foreman updates were reviewed. Motion to approve by J. Amo, seconded by A. Staff. All voted aye, motion carried.
 - IT Technician updates were reviewed. Motion to approve by R. Stevens, seconded by R. Carney. All voted aye, motion carried.
- F. Resolution:
 - Pilot Education Assistance Program and Guidelines. S. Meinerz explained that the program will be open to all County employees. The employee request must be approved through the supervisor and the class(es) being reimbursed must be applicable to their current County position. The maximum paid out will be \$500 / year / employee. Corporation Counsel has looked at the Program and Guidelines. Motion to approve by R. Carney, and seconded by A. Staff. All voted aye, motion carried.
- G. Wage Scale Discussion

S. Meinerz shared with the Committee a proposal of a 10-Step Wage Increase System. Ideally employees would start at 90% (may vary with qualifications) and would be at max level by year 15. She stated it would be a temporary fix, but recommended and asked the committee to reconsider Carlson Dettmann to perform a wage study for our positions. Four area counties are currently having a study performed or have completed will implement this year. The firm has agreed to honor the quote presented from 2019. It is possible not all job descriptions will need to be evaluated. Those positions that have been reclassified 2018 and beyond. There are a couple options available to fund this project. S. Meinerz will invite Patrick Glynn, consultant for Carlson Dettmann to join our April meeting to share the details of the study again.

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- H. Expense Vouchers and Budget was presented by S. Meinerz. Motion to approve expense vouchers as presented by J. Amo, seconded by C. Jensen. 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. Chairman Ransom adjourned the meeting at 9:10 a.m.