

**PERSONNEL & BARGAINING COMMITTEE MEETING MINUTES**  
**TUESDAY, MARCH 21, 2023**  
**County Board Room**  
Black River Falls, WI 54615

In Attendance: J. Amo, R. Carney E. Chamberlain, J. Higgins, C. Jensen, A. Staff,  
G. Rolbiecki, S. Meinerz, C. Altman, R. Poff, J. Sahr

OPEN SESSION

- A. Call to Order- by J. Amo at 9:00 a.m. All in attendance.
- B. Motion to approve minutes from previous meeting by E. Chamberlain, seconded by A. Staff. All voted aye, motion carried.
- C. Next Meeting Date: April 25, 2023 at 9:00 a.m.
- D. Next Meeting Host: A. Staff
- E. Resolution: Ordinance Revision to Chapter 4 – Personnel Policy  
S. Meinerz explained the updates including the first to be elimination of the waiting period for Life Insurance and Income Continuation Insurance enrollment. Employees are eligible immediately for these benefits.

The charitable donation was updated to state that the employee may donate vacation or sick leave to fellow employees who have exhausted all of their own accumulated benefits. The employee may now donate up to 40 hours of vacation and/or sick leave per year.

Sick leave has been updated to state that an employee may use sick leave if the employee provides day-to-day responsibilities and/or financial support to the person needing care.

- F. Discussion on Hours of Work  
S. Meinerz presented the committee business hours changes some counties are implementing as recruitment/retention tool. She had presented four counties that have adjusted their business hours to typically 4 – 9-hour days and a ½ day on Friday. She explained it was to inform the committee what other counties are doing as a strategy to recruit/retain employees. J. Amo suggested sending a survey out to see if it would be of interest to employees. S. Meinerz stated she would gather more information.
- G. Expense Vouchers and Budget was presented by S. Meinerz. Motion to approve expense vouchers as presented by J. Higgins, seconded by E. Chamberlain. All voted aye, motion carried.
- H. Personnel Report
  - Recruitment Report - An updated recruitment report with vacancies and new hires was provided to the Committee.
- I. Adjournment of Meeting. Motion to adjourn at 9:31am by E. Chamberlain, seconded by C. Jensen. All voted aye, motion carried.