

PERSONNEL & BARGAINING COMMITTEE MEETING MINUTES
MONDAY OCTOBER 25, 2021
County Board Room
Black River Falls, WI 54615

In Attendance: R. Ransom, J. Amo, R. Carney, C. Jensen, K. Thayer, R. Stevens, S. Meinerz, A. Staff, G. Konze, C. Hovell, J. Gazdecki, P. Glynn, R. Blindauer

Absent: N/A

OPEN SESSION

- A. Call to Order- by R. Ransom at 8:30 a.m. All in attendance with the exception of R. Stevens. R. Stevens arrived at 8:45 a.m.
- B. Motion to approve minutes from previous meeting by A. Staff, seconded by K. Thayer. All voted aye, motion carried.
- C. Next Meeting Date and Time: November 16, 2021 @ 8:30 am.
- D. Wage Study Presentation
Rochelle Blindauer and Patrick Glynn representing Carlson Dettmann Consulting presented to the committee the findings and steps taken into completing the Wage Study for Jackson County. Three options were presented on how to implement the new scale.
- E. Resolution – To Adopt Wage Study Recommendation and Implement New Pay Schedule
After much discussion within the committee on how and when to implement the recommendations of the study, a motion was made to move forward with the recommendation or amend as needed for implementation in 2022 by R. Carney, and seconded by R. Stevens. All voted aye, motion carried. The resolution will go before Executive and Finance Committee in October and back to the Personnel and Bargaining Committee’s November meeting before being presented at the full County Board in December for final approval.
- F. Job Description Update – Children & Family Social Worker I/II/III
C. Hovell shared with the committee a request to update the Children & Family Social Worker I/II/III job description. Cleaning up the language between the three grades is where the small changes were made. We have a couple employees that would be eligible for the level “III” grade. Motion to approve the Children & Family Social Worker I/II/III updated job description by R. Carney, seconded by R. Stevens. All voted aye, motion carried.
- G. Resolution – Addition of Public Health Nurse I/II or Public Health Specialist I/II
C. Hovell requested that the committee consider approving the addition of a Public Health Nurse I/II or a Public Health Specialist I/II. Solid funding over the next 2 years is making this request possible. The request to hire one or the other is being made as assistance is needed to help support the functions of the Public Health Department. Motion to approve an additional Public Health Nurse I/II or a

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Public Health Specialist I/II by R. Steven, seconded by R. Carney. All voted aye, motion carried.

- H. Resolution – Ordinance Revision to Chapter 4.03 (C) (1) Personnel Policy
S. Meinerz shared with the committee a request to pay out Exempt Employees their compensatory time balance that has been earned in 2021. Many employees have been unable to use their earned time due to the ongoing issues that COVID-19 presents. If a department is unable to absorb this additional cost ARPA funds may be available. Motion to approve the Ordinance Revision to Chapter 4.03 (C)(1) Personnel Policy by J. Amo, and seconded by C. Jensen. All voted aye, motion carried.
- I. Expense Vouchers and Budget was presented by S. Meinerz. Motion to approve expense vouchers as presented by K. Thayer, seconded by J. Amo. All voted aye, motion carried.
- J. Personnel Report
- Recruitment Report - An updated recruitment report with vacancies and new hires was provided to the Committee.
- K. Adjournment of Meeting. Motion to adjourn at 10:20 a.m. by C. Jensen, seconded by R. Stevens. All voted aye, motion carried.