

GREEN COUNTY COMMITTEE MEETING NOTICE

COMMITTEE: PERSONNEL AND LABOR RELATIONS COMMITTEE

DATE: Wednesday, August 25, 2021

TIME: 7:00 PM

LOCATION: Green County Courthouse
County Boardroom

AGENDA

1. Call to order by Chair Carter
2. Approve minutes of the June 8, 2021 and July 28, 2021 meetings
3. Closed session under Wis. Stats. 19.85 1(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, **Specifically: Promotion of ADR Supervisor from Group 7, Grade 22 to Group 7, Grade 24.**
4. **Motion to enter into closed session (roll call required if not unanimous)**
5. **Motion to enter into open session and discussion and possible action regarding items discussed in closed session**
6. Discussion and possible action regarding positions in District Attorney's Office
 - a. Elimination of 0.5 FTE Secretary position and replacement with 1.0 FTE Legal Secretary position
 - b. Reclassification of Legal Secretary positions
 - c. Reclassification of Legal Secretary/Victim Specialist position
7. Discussion and possible action regarding grade level change for Nursing Home Administrator position
8. Discussion and possible action regarding revised Nursing Home Administrator job description
9. Discussion and possible action regarding Pleasant View CNA and CMA wage step increase
10. Discussion and possible action regarding Human Resources travel request
11. Discussion and possible action regarding County Clerk travel request
12. Discussion and possible action regarding Corporation Counsel Office job descriptions, possible position reclassifications or other wage modifications
13. Discussion and possible action regarding Ordinance 21-0901 relating to the Corporation Counsel Office
14. Discussion and possible action regarding ending annual payout of sick leave above 90 day maximum for current employees (Section 5, #7 of employee handbook)
15. Discussion and possible action regarding moving all County employees to 40-hour workweeks beginning on January 1, 2022
16. Discussion and possible action regarding vaccinations and mask usage in county buildings
17. Discussion and distribution of current overtime usage
18. Telecommuting Reports
19. Exit reviews
20. Approve bills
21. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the Green County Clerk's Office at (608) 328-9430.