

PERSONNEL AND LABOR RELATIONS COMMITTEE

March 30, 2022

County Boardroom, Green County Courthouse

7:00 PM

Members Present

Art Carter
Jerry Guth
Herb Hanson
Erica Roth
Richard Thoman
Harvey Mandel
Kristi Leonard

Others Present

Arianna Voegeli
Brian Bucholtz
Delores Merrick
Mariah Nimitz

The meeting was called to order by Chair Art Carter.

Motion by Mandel, seconded by Roth to approve the minutes of the February 23 and March 8, 2022 meetings. Motion carried on a voice vote.

Solid Waste Management Board Chair Rich Vogel addressed the board and requested that the Solid Waste Manager be paid out for unused 2021 vacation time. The board took no action and referred Vogel to work with corporation counsel to look into bonuses.

Vogel discussed the elimination of a Recycle Worker position and addition of a Laborer position. **Motion by Thoman, seconded by Mandel to approve the elimination of the Recycle Worker Position and create an additional Laborer position. Motion carried on a voice vote.**

Motion by Mandel, seconded by Roth to approve the revised job description as presented (Exhibit 1). Motion carried on a voice vote.

The committee discussed the personnel and operations at the Landfill as well as compensation for additional responsibilities temporarily assigned by the Solid Waste Management Board. The committee referred back to the Solid Waste Management Board to come back with a plan for interim positions. No action was taken.

Pleasant View Nursing Home Administrator Maria Johnson presented the following modifications to positions at PVNH (Exhibit 2):

- a. Elimination of the Life Enrichment Supervisor position grade K
- b. Creation of a Life Enrichment Coordinator, Grade I Step 3
- c. Creation of Social Services Supervisor, Grade N Step 8
- d. Creation of a Nurse Educator position no change in grade or step. All RNs currently Grade M
- e. Codifying job description of Nurse Care Coordinator/Infection Preventionist. No change in Grade or Step. NCCs are Step Q. These duties have been performed by current NCC but had been reflected in the job description.
- f. Reclassification of Food Services Supervisor from Grade K to Grade N Step 5
- g. Creation of a Club 48 Coordinator Grade D1
- h. Revision of Housekeeper/Food Service Worker, Grade A pay scale

The modifications had not yet been approved by the PVNH oversight committee.

Motion by Hanson, seconded by Guth to approve the modifications as presented contingent on approval by the PVNH oversight committee. Motion carried on a voice vote.

Discussion took place regarding the procedure for department head evaluations (Exhibit 3). Staff was referred to take the procedure to the next department head meeting for input. No action was taken.

Overtime usage was distributed (Exhibit 4). **Motion by Mandel, seconded by Thoman to approve the UW-Extension travel request for Ellen Andrews (Exhibit 5). Motion carried on a voice vote.**

Exit Reviews were distributed (Exhibit 6).

Motion by Hanson, seconded by Leonard to adjourn. Motion carried on a voice vote.