

**PERSONNEL AND LABOR RELATIONS COMMITTEE**

**April 26, 2023**

**County Board Room, Green County Courthouse**

**5:00 PM**

**Members Present**

Jerry Guth  
Dave Tschudy  
Michael Furgal  
Linda Boll  
Richard Thoman  
Harvey Mandel

**Others Present**

Delores Merrick  
Brian Bucholtz  
Arianna Voegeli  
Craig Nolen  
Teffanie Duffy

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Chair Guth called the meeting to order at 5:00 PM.

**Motion by Mandel, seconded by Tschudy to approve the minutes of the March 29, 2023, meeting. Motion carried on a voice vote.**

**Motion by Furgal, seconded by Boll to approve the travel request for Ryan Camron to attend the PRIMA Conference in Long Beach, California June 4-7, 2023. Motion carried on a voice vote.**

**Motion by Thoman, seconded by Mandel to approve the Corporation Counsel travel request for WACCC Conference in Green Bay May 4-5, 2023. Motion carried on a voice vote.**

**Motion by Mandel, seconded by Thoman to approve moving Child Support Employee R.W. from Case Manager I – Grade 9, Step 4, to Case Manager II, Grade 17, Step 2. Motion carried on a voice vote.**

The committee discussed the hiring freeze that was put into place several years ago. **Motion by Tschudy, seconded by Mandel to lift the hiring freeze with any new positions going through the budget cycle process. Motion carried on a voice vote.**

District Attorney Craig Nolen and Victim/Witness Coordinator & Office Manager Teffanie Duffy were present to discuss the request to eliminate 0.5 PTE Secretary position and create 1.0 FTE Legal Secretary position. After much discussion of potential interim options, the request was withdrawn and no action was taken.

**Motion by Furgal, seconded by Boll to approve HR Director and District 6 County Board Supervisor (Michael Furgal) travel to WCA Personnel, Finance, and County Organization Steering Committee on April 19, 2023, at Glacier Canyon Conference Center in Wisconsin Dells, WI. Motion carried on a voice vote.**

The committee discussed the need for continued pre-employment physicals as well as employee evaluation policy and procedure. Department heads to discuss these items at the next department head meeting.

HR Director Delores Merrick presented a draft policy related to exempt employees using benefitted time. It will be brought back at the next meeting for action. She also notified the committee of the HR Department award of Blood Drive Grant which will be used for safety training. She also provided an update on the Tame the Turbulence event that was held which had 99 attendees including 7 department heads and 12 departments.

Overtime and Comp Time reports and exit interviews were distributed and discussed. There were no bills for approval

**Motion by Thoman, seconded by Mandel to adjourn. Motion carried on a voice vote.**