

PERSONNEL AND LABOR RELATIONS COMMITTEE

April 28, 2021

County Boardroom, Green County Courthouse

7:00 PM

Members Present

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

Others Present

Arianna Voegeli
Brian Bucholtz
Delores Merrick
Ryan Camron
Terry Snow
Andrea Sweeney

The meeting was called to order by the Chair Art Carter.

Motion by Roth, seconded by Thoman to approve the minutes of the March 31, 2021, meeting. Motion carried on a voice vote.

Pleasant View Nursing Home Administrator Terry Snow presented that Step 5 of the new Pleasant View Nursing Home wage scale (Exhibit 1, effective 1/10/2021) is equivalent to Step 4 on the previous Pleasant View Nursing Home Wage scale (Exhibit 2). Snow requested authorization to hire employees up to a Step 5. **Motion by Hanson, seconded by Thoman to approve the request to hire Pleasant View Nursing Home employees up to Step 5. Motion carried on a voice vote.**

Corporation Counsel Brian Bucholtz requested to change the telecommuting request process section of the telecommuting policy to read that department heads wishing to telecommute must contact the County Clerk or Human Resources Director. **Motion by Guth, seconded by Mandel to approve the requested change. Motion carried on a voice vote.**

Human Resources Director Delores Merrick presented proposed changes to the employee handbook (Exhibit 3). **Motion by Hanson, seconded by Roth to approve the changes as presented. Motion carried on a voice vote.**

IT Director Ryan Camron presented changes to the Computer Usage Policies (Exhibit 4). **Motion by Guth, seconded by Roth to approve the changes as presented. Motion carried on a voice vote.**

Discussion took place regarding department head workweeks, salaries, and wage scale. No action was taken. Item will be brought back on the next meeting's agenda.

There was no overtime distribution for consideration. Exit reviews were discussed (Exhibit 5). There were no resolutions.

Motion by Leonard, seconded by Mandel to approve the Child Support travel request (Exhibit 6). Motion carried on a voice vote.

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