

PERSONNEL AND LABOR RELATIONS COMMITTEE

June 29, 2022

County Boardroom, Green County Courthouse

5:00 PM

Members Present

Jerry Guth
Kristi Leonard
Harvey Mandel
Linda Boll
Dave Tschudy
Mike Furgal
Richard Thoman

Others Present

Arianna Voegeli
Dan Williams
Delores Merrick

The meeting was called to order by chair Jerry Guth.

Motion by Mandel, seconded by Tschudy to approve the minutes of the May 25, 2022 meeting. Motion carried on a voice vote.

Human Services Director Dan Williams presented a request for travel in excess of 150 miles for Human Services Staff to attend the National Association Drug Court Professionals Conference (Exhibit 1). **Motion by Furgal, seconded by Thoman to approve the travel request. Motion carried on a voice vote.**

Chair Guth read the statement of purpose for closed session pursuant to Wis. Stat. 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: Discussion and possible action regarding moving Dementia Care Specialists B.B-S. and B.B. to Payroll Group 4, Grade J, Step 4. **Motion by Furgal, seconded by Boll to enter into closed session. Motion carried on a unanimous voice vote. Motion by Furgal, seconded by Boll to enter into open session for discussion and action on items discussed in closed session. Motion carried on a voice vote. Motion by Mandel, seconded by Boll to approve moving Dementia Care Specialists B.B-S. and B.B. to Payroll Group 4, Grade J, Step 4 effective the beginning of the next pay period. Motion carried on a voice vote.**

A travel request was presented for Victoria Solomon (Exhibit 2). **Motion by Thoman, seconded by Tschudy to approve the travel request. Motion carried on a voice vote.**

Human Resources Director Delores Merrick discussed including civil background checks in hiring employees who have fiscal related responsibilities as part of their job duties. HR and Corporation Counsel to obtain more info on how this information can be used in the hiring process.

County Clerk Arianna Voegeli and Human Resources Director Delores Merrick presented the committee with information from other counties on modified office hours and employee work weeks (Exhibit 3). Discussion took place. The general consensus of the committee is that office hours should remain the same but departments may be flexible with scheduling within their departments. Staff to take back to department heads for discussion at the next department head meeting and draft handbook language changes for the next meeting.

Overtime usage and exit reviews were distributed and reviewed. There were no bills for approval.

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