

PERSONNEL AND LABOR RELATIONS COMMITTEE

November 17, 2021

County Boardroom, Green County Courthouse

7:00 PM

Members Present

Art Carter
Herb Hanson
Richard Thoman
Erica Roth
Kristi Leonard

Others Present

Delores Merrick
Brian Bucholtz
Terry Snow

The meeting was called to order by the Chair Art Carter at 7:00 p.m.

Motion by Hanson, seconded by Roth to approve the minutes of the October 27, 2021, meeting. Motion carried on a voice vote.

Pleasant View Nursing Home Administrator Terry Snow requested authorization to offer up to the maximum step and 20 days of vacation for new hires through the end of January, 2022. **Motion by Hanson, seconded by Leonard to authorize the request. Motion carried on a voice vote.**

Pleasant View Nursing Home Administrator Terry Snow requested approval to payout unused vacation time for PVNH employees (Exhibit 1). **Motion by Hanson, seconded by Roth to approve payout of unused vacation time for the employees listed on Exhibit 1. Motion carried on a voice vote.**

Pleasant View Nursing Home Administrator Terry Snow discussed ways the county could enhance recruitment efforts for open positions in Green County. No action was taken.

Chair Carter read the statement of purpose for a closed session under 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: **Step increase for Medical Records position. Motion by Hanson, seconded by Thoman to enter into closed session. Motion carried on a unanimous voice vote.**

Motion by Thoman, seconded by Hanson to enter into open session for discussion and possible action on items discussed in closed session. Motion carried on a unanimous voice vote.

Motion by Roth, seconded by Thoman to move the employee in the Medical Records position to Step 14 with a revised job description and corrected PVNH Committee meeting minutes, retroactive to 10/31/2021. Motion carried on a voice vote.

Human Resources Director Delores Merrick gave a report on Leadership Training for department heads and supervisors. Current overtime usage was distributed. There were no travel requests for consideration. Exit reviews were distributed.

Motion by Hanson, seconded by Thoman to approve the bills as presented (Exhibit 2). Motion carried on a voice vote.

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