Administration & Personnel Committee
March 9, 2021

Present: Wallace Habhegger, Sharon Folcey, Mark Halverson, Mary Von Ruden, Brett Larkin
Others: Tina Osterberg, Rick Folkedahl, Ed Smudde, Charles Weaver, Adrian Lockington, Hannah Olsen, Pamela Pipkin, Wes Revels, Cedric Schnitzler, Lisa Aldinger Hamblin
WebEx:

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Wallace Habhegger.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, April 13, 2021 at 9:00 a.m. in the Monroe County Board Assembly Room.

- Minutes Approval – Motion by Mary Von Ruden second by Sharon Folcey to approve the February 9, 2021 minutes. Carried 5-0.

- Resolution for Proclamation Recognizing the Vietnam War and honoring those who served during the Vietnam Era – Charles Weaver, Veteran's Service Officer explained proclamation recognizing the Vietnam War and honoring those who served during the Vietnam era. March 29, 2021 will be proclaimed as Monroe County Vietnam Veteran's Day. A ceremony will be held and the Pow MIA flag will be flown. Discussion. Motion by Mary Von Ruden second by Mark Halverson to approve resolution and forward to the full board for approval. Carried 5-0.

- Pamela Pipkin provided the Child Support Director Report.

- County Board Request for Line Item Transfer – Motion by Mark Halverson second by Brett Larkin to approve line item transfer. Shelley Bohl, County Clerk explained 2020 line item transfer in the amount of $2,600.00 for County Board salaries. Carried 5-0.

- Sheriff/Information Technology Budget Adjustment – Motion by Mark Halverson second by Sharon Folcey to approve budget adjustment. Rick Folkedahl, IT Director explained 2021 budget adjustment in the amount of $414,266.00 for video system replacement and upgrades. Wes Revels, Sheriff further explained. Discussion. Carried 5-0.

- Rick Folkedahl provided the Information Technology Director Report.

- Personnel –
    a. Ed Smudde provided the monthly Personnel Director Report.
    b. Resolution Authorizing Changes to the Monroe County Personnel Policy Manual for April 2021, Covid-19 Policy – Motion by Mark Halverson second by Brett Larkin to approve resolution and forward to the full board for approval. Ed Smudde, Personnel Director explained changes to the Covid policy. Discussion. Carried 4-1.
    c. Resolution Authorizing Changes to the Monroe County Personnel Policy Manual, Paid Time off (PTO) - Motion by Mark Halverson second by Brett Larkin to approve resolution and forward to the full board for approval. Ed Smudde, Personnel Director explained the PTO system and revisions to the policy since last month's meeting. Survey results were provided. Discussion. Carried 3-2.

- Tina Osterberg provided the Monthly Administrators Report.

- Next Month's Agenda Items – None.

- Motion by Mark Halverson second by Sharon Folcey to move into closed session. Supervisors Habhegger, Folcey, Halverson, Von Ruden and Larkin all voting yes.

- Closed Session per WI Statutes 19.85(1)(c), considering employment promotion compensation or performance evaluation data of any public employee which is the governmental body has jurisdiction or exercises responsibility – to complete County Administrator's Performance Evaluation.

- Motion by Mark Halverson second by Mary Von Ruden to move into open session. Supervisors Habhegger, Folcey, Halverson, Von Ruden and Larkin all voting yes.

- Wallace Habhegger adjourned the meeting at 11:11 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder