

Administration & Personnel Committee
May 11, 2021

Present: Wallace Habegger, Mark Halverson, Mary Von Ruden, Brett Larkin

Absent: Sharon Folcey

Others: Tina Osterberg, Rick Folkedahl, Wes Revels, Hannah Olsen, Ed Smudde, Alison Elliott,
Ron Hamilton, Pamela Pipkin, Lisa Aldinger Hamblin, Linda Smith, Diane Erickson

Web-Ex: Jen Schmitz, Adrian Lockington

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

- Next Month's Meeting Date/Time – The next meeting is Tuesday, June 8, 2021 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mary Von Ruden second by Mark Halverson to approve the April 13, 2021 minutes. Carried 4-0.
- Pamela Pipkin provided the Child Support Director Report.
- Rick Folkedahl provided the Information Technology Director Report.
- Rule #5 Petition, Resolution Supporting Monroe County Medicare for All – Supervisor Jen Schmitz explained resolution in support of national health insurance. Discussion. Committee Chair Habegger explained that the resolution will be passed to the full board.
- Personnel Director
 - a. Resolutions/New Position Requests
 - Human Services
 - Resolution Authorizing the Increase of the ADRC Nutrition Coordinator Position to Full Time. Ron Hamilton, Human Services Director explained increase from the Nutrition Coordinator position from ¾ time to full-time. Motion by Mary Von Ruden second by Brett Larkin to adopt resolution. Carried 4-0.
 - Resolution Authorizing two Children's Long Term Support Services (CLTS) Social Worker Positions. Ron Hamilton, Human Services Director explained CLTS Social Worker positions. It is anticipated that funding will come through Medical Assistance Case Management billing. Motion by Mark Halverson second by Mary Von Ruden to adopt resolution. Discussion. Carried 4-0.
 - Resolution Authorizing Comprehensive Community Services Social Worker Position. Ron Hamilton, Human Services Director explained funding will be covered by Medical Assistance Case Management billing. Motion by Mary Von Ruden second by Brett Larkin to adopt resolution. Carried 4-0.
 - Resolution Authorizing a Children and Family Services Social Worker I Initial Assessment Position. Ron Hamilton, Human Services Director explained funding through Children and Family allocation, grant funding and County levy. County levy being the last resort. Motion by Mary Von Ruden second by Brett Larkin to adopt resolution. Carried 4-0.
 - Resolution Authorizing Establishment of a second Assistant Corporation Counsel Position. Lisa Aldinger Hamblin, Corporation Counsel explained second assistant position to handle child support matters. Pamela Pipkin, Child Support Director further explained funding from the state. Motion by Mary Von Ruden second by Mark Halverson to adopt resolution. Carried 4-0.
 - Resolution Authorizing an Additional Sanitation and Zoning Officer Position in Monroe County. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained the request for an officer in the Sanitation & Zoning Department. Portion of the position will be funded by an increase in fees with the remaining of funding through tax levy. Motion by Mark Halverson second by Mary Von Ruden to adopt resolution. Discussion. Carried 4-0.
 - Resolution Authorizing an Additional Rolling Hills Part-Time Receptionist/Office Clerk I Position. Linda Smith, Nursing Home Administrator explained need for a part-time Receptionist/Office

Clerk. No additional impact to the levy. Motion by Mary Von Ruden second by Brett Larkin to adopt resolution. Discussion. Carried 4-0.

Resolution Authorizing a Program Accountant I Position in Monroe County – Diane Erickson, Finance Director explained position to be covered by Medical Assistance billing. If outside funding ceases, position shall be eliminated. Discussion. Motion by Mark Halverson second by Brett Larkin to adopt resolution. Carried 4-0.

b. Wage/Benefit Study – Ed Smudde, Personnel Director explained that the last wage study was completed in 2012. A new study is suggested so that wages are up to date. Discussion. Motion by Mark Halverson second by Brett Larkin to allow the Personnel Department to move forward with an RFP process. Discussion. Carried 4-0.

c. Ed Smudde provided the monthly Personnel Director Report.

- Resolution Establishing 2022 Annual Budgeted Allocation for Pay for Performance - Motion by Mark Halverson second by Brett Larkin to approve resolution. Tina Osterberg, County Administrator explained 2022 merit-based pay adjustments. Discussion. Carried 4-0.
- Tina Osterberg provided the Monthly Administrators Report.
- Next Month's Agenda Items – To be determined.
- Motion by Mary Von Ruden second by Mark Halverson to move into closed session per WI Statutes 19.82(1) of the Bargaining Subcommittee at approximately 10:30 a.m. to discuss bargaining strategy with the Monroe County Professional Police Association. Supervisors Habhegger, Halverson, Von Ruden and Larkin all voting yes.
- Motion by Mary Von Ruden second by Brett Larkin to move into open session. Supervisors Habhegger, Halverson, Von Ruden and Larkin all voting yes.
- Motion by Mary Von Ruden second by Brett Larkin to adjourn the meeting at 10:59 a.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk
Recorder