

Administration & Personnel Committee
January 10, 2023

Present: Wallace Habhegger, Jason Jandt, Todd Sparks, James Kuhn

Absent: Toni Wissestad

Others: Tina Osterberg, Ed Smudde, Hannah Olsen, Adrian Lockington, Chris Weaver, Wes Revels, Rick Folkedahl, Pamela Pipkin

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 February 14, 2023 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Jason Jandt second by Todd Sparks to approve the December 13, 2022 minutes. Shelley Bohl, County Clerk noted that Pamela Pipkin was at the meeting but was not included in the attendance. Carried 4-0.
- Personnel line item transfer. Ed Smudde, Personnel Director explained the 2022 line item transfer in the amount of \$2,956.00 for labor relations and ID badges. Motion by James Kuhn second by Jason Jandt to adopt the line item transfer. Discussion. Carried 4-0.
- Rick Folkedahl provided the Information Technology Director Report.
- Ed Smudde provided the Personnel Director Report.
- Recruitment and what the Board can do to help – Ed Smudde, Personnel Director provided members with areas that could be utilized for recruitment purposes: review new ways to incentivize workers, flexibility of time, continue to expand on benefits, community outreach, establish positive work culture. Discussion. Ed will survey employees as to retention ideas/suggestions and will provide this information back to the committee.
- Tina Osterberg provided the County Administrator Report.
- Next Month's Agenda Items: Employee Recruitment
- Motion by James Kuhn second by Todd Sparks to move into closed session. Wallace Habhegger, Jason Jandt, James Kuhn and Todd Sparks all voted yes.
- Closed Session under WI Statutes 19.85(1)(c) – Request for Exception to Monroe County Personnel Policy Section 4.16 – Discussion/Action
- Motion by Jason Jandt second by Todd Sparks to return to open session. Wallace Habhegger, Jason Jandt, James Kuhn and Todd Sparks all voted yes.
- Chair Habhegger announced that the committee approved the request for exception to Monroe County Policy section 4.16(2)(b).
- Wallace Habhegger adjourned the meeting at 10:53 a.m.

Shelley Bohl, Monroe County Clerk
Recorder