

Administration & Personnel Committee and Finance Committee Joint Meeting
June 13, 2023

Present: Wallace Habhegger, Todd Sparks, James Kuhn, Toni Wissestad, Jason Jandt arrived at 9:04 a.m.
Finance Members Present: Cedric Schnitzler, David Pierce

Others: Tina Osterberg, Lisa Aldinger-Hamblin, Ed Smudde, Rick Folkedahl, Chris Weaver, Pamela Pipkin, Hannah Olsen, Tracy Thorsen

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

- Motion by Toni Wissestad second by Todd Sparks to move into closed session. Supervisor Habhegger, Sparks, Kuhn, Wissestad, Schnitzler, Pierce all voting yes.
- Jason Jandt joined the meeting at 9:04 a.m.
- Closed Session under WI Statute 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
- Motion by Todd Sparks second by James Kuhn to return to open session. Supervisor Habhegger, Sparks, Kuhn, Wissestad, Schnitzler, Pierce, Jandt all voting yes.
- A recess was taken at 9:39 a.m., the meeting reconvened at 9:45 a.m.
- Next Month's Meeting Date/Time – The next meeting is July 11, 2023 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by James Kuhn second by Todd Sparks to approve the May 9, 2023 minutes. Carried 5-0.
- County Clerk Request for Credit Card approval – Motion by Toni Wissestad second by Todd Sparks to approve credit card increase. Shelley Bohl, County Clerk explained increase in credit card from \$2,000.00 to \$5,000.00. Discussion. Carried 5-0.
- Information Technology
 - *Wireless LAN RFP – Rick Folkedahl, IT Director explained that all access points have been reviewed since last meeting. A renewed quote was provided by 3RT. Total product cost is \$92,429.69 with \$27,750.00 for professional services. Discussion. Motion by Jason Jandt second by Toni Wissestad to approve RFP pending budget adjustment. Carried 5-0.
 - *Rick Folkedahl provided the Information Technology Director Report.
- Personnel Director
 - *New Position Requests:
Tracy Thorsen, Human Services Director explained the following new position requests. Position funding through CLTS waiver funding, Medicaid billing and increased WIMCR reimbursement revenues. No county levy is being requested. Discussion.

Resolution Authorizing One Children's Long Term Support (CLTS) Social Worker Position in the Monroe County Human Services Department. Motion by Jason Jandt second by Toni Wissestad to approve resolution. Discussion. Carried 4-1.

Resolution Authorizing Four Comprehensive Community Services (CCS) Social Worker Positions in the Monroe County Human Services Department. Motion by James Kuhn second by Jason Jandt to approve resolution. Carried 4-1.

Resolution Authorizing a Behavioral Health Supervisor Position in the Monroe County Human Services Department. Motion by Jason Jandt second by Toni Wissestad to approve resolution. Discussion. Carried 4-1.

*Review of the PCA, CNA, LPN, RN Wage Scale – Wallace Habegger, Chair explained concern expressed with Rolling Hills wages. Toni Wissestad, Rolling Hills Chair explained healthcare crisis. One unit of the new facility has not opened and it has been nearing one year at the new facility. Ed Smudde, Personnel Director explained current market. Suggestions, but not limited to: sign on bonus, referral bonus, wages, scheduling, and appreciation. Discussion. Ed Smudde will move forward with an analysis and suggestions to committee.

*Employee Engagement Survey – Ed Smudde explained the last group to meet with is Rolling Hills Managers. He will look at high priorities and bring back suggestions to the committee.

*Health Insurance – Ed Smudde explained that a Special Board meeting will be held on June 22nd. This meeting will contain a presentation on Monroe County Self-Insurance. Discussion.

*Ed Smudde provided the Personnel Director Report.

- Tina Osterberg provided the County Administrator Report.
- Resolution Designating Official Newspaper for Monroe County –Shelley Bohl, County Clerk explained official newspaper designation. Discussion. Motion by Jason Jandt second by Toni Wissestad to approve resolution. Carried 5-0.
- Next Month's Agenda Items: Review of PCA, CNA, LPN, RN Wage Scale, Employee Engagement Survey.
- Wallace Habegger adjourned the meeting at 12:12 p.m.

Shelley Bohl, Monroe County Clerk
Recorder