

Administration & Personnel Committee  
July 11, 2023

Present: Wallace Habhegger, Todd Sparks, James Kuhn, Toni Wissestad  
Absent: Jason Jandt

Others: Tina Osterberg, Ed Smudde, Chris Weaver, Wes Revels, Stan Hendrickson, Ryan Hallman, Hannah Olsen, Adrian Lockington, Rick Folkedahl, Pamela Pipkin, Deb Brandt, Cedric Schnitzler, Jeremiah Erickson, Lisa Aldinger Hamblin, Karen Wall

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 August 8, 2023 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Todd Sparks second by Toni Wissestad to approve the June 13, 2023 minutes. Carried 4-0.
- Motion by Toni Wissestad second by James Kuhn to allow Karen Wall to speak to committee members regarding a public comment. Carried 4-0.
- Sheriff's Office, Wage Discussion Related to Wisconsin Department of Corrections/Jail – Wes Revels, Sheriff explained that at the state level, the Wisconsin Department of Corrections increased salaries. Monroe County already has recruitment and retention difficulties. This may affect the Sheriff's Department in the future. Current correction officer salaries were provided to members. Discussion.
- Information Technology
  - \*Notice of Budget Adjustment – Rick Folkedahl, IT Director explained 2023 budget adjustment in the amount of \$120,180.00 for wireless upgrade. Discussion. Motion by James Kuhn second by Todd Sparks to approve budget adjustment. Carried 4-0.
  - \*Rick Folkedahl provided the Information Technology Director Report.
- Child Support
  - \*Recognition of the Monroe County Child Support Agency in the Month of August 2023. Motion by Toni Wissestad second by James Kuhn to approve resolution. Pamela Pipkin explained that the resolution would provide recognition to the Monroe County Child Support Agency during Child Support Awareness month. Discussion. Carried 3-1.
  - \*Pamela Pipkin provided the Child Support Director Report to include a State Budget Update.
- Land Information
  - \*In Rem Foreclosure Avoidance Program – Jeremiah Erickson, Land Information Officer, GIS Coordinator explained the Monroe County Policy on Accepting Land via Quit Claim Deed in Lieu of Foreclosure for Remnant Parcels. Discussion. It was suggested to remove the terminology "Risk of error will be minimal with properly done work and thus the County shall accept a quit claim deed without any form of title work". Discussion. This suggestion will be forwarded to the Property & Maintenance Committee.
  - \*Land Information Office Budget Forecast – Jeremiah Erickson explained that in 2025, that salary may have to come on levy. He will keep the committee updated.
- Personnel Director
  - \*Review of the PCA, CNA, LPN, RN Wage Scale – Ed Smudde, Personnel Director provided members with the results of a survey that was provided to the Rolling Hills Senior Facility staff. Personnel, County Administrator and Nursing Home Director are looking closer at nursing shift differential and solo pay. Discussion.
  - \*Employee Engagement Survey – Ed Smudde explained that many have contacted his department regarding another review of the PTO policy. Also another important item is more flexible/alternate scheduling.

\*Health Insurance – Ed Smudde opened the floor for comments from the Insurance Center presentation at the last board meeting. Members discussed the cost savings of being self-insured vs fully insured.

\*Ed Smudde provided the Personnel Director Report.

- Tina Osterberg provided the County Administrator Report.
- Next Month's Agenda Items: PTO - Policy Discussion/Action; Alternate Work Schedules; 2024 Budgets; Veteran's Service Office Construction and Suicide Taskforce Update.
- Motion by James Kuhn second by Toni Wissestad to move into closed session. Wallace Habhegger, Todd Sparks, James Kuhn and Toni Wissestad all voted yes.
- Closed Session under WI Statutes 19.82(1) of the Bargaining Subcommittee to discuss bargaining strategy with the Monroe County Professional Police Association.
- Motion by Toni Wissestad second by Todd Sparks to return to open session. Wallace Habhegger, Todd Sparks, James Kuhn and Toni Wissestad all voted yes.
- Wallace Habhegger adjourned the meeting at 11:56 a.m.

Shelley Bohl, Monroe County Clerk  
Recorder