

Administration & Personnel Committee

October 8, 2024

Present: Wallace Habhegger, James Kuhn, Jason Jandt, Toni Wissestad

Absent: Todd Sparks

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

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

- No individual's spoke during the public comment period.
- Next Month's Meeting Date/Time – The next meeting is November 12, 2024 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Jason Jandt second by Toni Wissestad to approve the September 10, 2024 minutes. Carried 4-0.
- Human Resources
 - a. New Position Requests/Personnel Policy – Ed Smudde, Human Resources Director provided members with an updated Personnel Policy revision for section 4.18, Rules for Administration of Classification Plan based on the suggestions of members from last month's committee meeting. The intention is to clearly identify position requests for other than a new position. Ed suggested for members to take time to review and bring back for next month. Discussion. This item will be re-visited in November.
 - b. Ed Smudde provided the Personnel Director Report.
- Tina Osterberg provided the County Administrator Report.
- Monroe County Board Rules Review/Suggested Updates –
-Budgetary Adjustment/Fiscal Note Process – Tina Osterberg, County Administrator explained that the Finance Committee is allowed comment on fiscal notes on resolutions. The question came up with budgetary adjustments. Do budget adjustments carry the same rules as resolution fiscal notes? Should budget adjustments be defined in the County Board rules? Discussion. This item will be re-visited in November.
- Next Month's Agenda Items: New Position Requests/Personnel Policy, Monroe County Board Rules Review/Suggested Updated for the Budgetary Adjustment/Fiscal Note Process.
- Wallace Habhegger adjourned the meeting at 9:40 a.m.

Shelley Bohl, Monroe County Clerk
Recorder