

Administration & Personnel Committee  
March 13, 2018

Present: Wallace Habegger, Mary Von Ruden, Pete Peterson, Cedric Schnitzler; Sharon Folcey absent  
Others: Jim Bialecki, Ken Kittleson, Ed Smudde, John Mehtala

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 April 10, 2018 at 9:00 a.m. in the Monroe County Board Assembly Room in the Justice Center.
- Minutes Approval – Motion by Mary Von Ruden second by Pete Peterson to approve the 02/13/18 minutes. Carried 4-0.
- Information Systems Budget Adjustments – 2018 budget adjustment in the amount of \$151,722.14 for remaining MyEvolv funds in 2017 to be moved to 2018. Motion by Cedric Schnitzler second by Pete Peterson to approve budget adjustment. Discussion. Carried 4-0.
- Resolution Adopting a Benevolent Fund Policy – Shelley Bohl explained the resolution would set \$500.00 for a benevolent fund each year out of the County Board Budget. Motion by Mary Von Ruden second by Pete Peterson to approve resolution and forward to the full board for approval. Carried 4-0.
- Jim Bialecki provided the Monthly Administrators Report.
- Compensation Plan Adjustments – Jim Bialecki explained that the county is currently looking at pay for performance. A recommendation would be to move the points within the system. Discussion.

A draft resolution was provided to the Administration/Personnel Chair regarding an employee recognition and innovative award policy. Discussion.

Ken Kittleson explained that the county will need to determine what to set aside for next year's budget for pay for performance. Ken also suggested to age the system by 5%. Discussion.

The compensation plan will be revisited next month.

- Ken Kittleson provided the Monthly Personnel Director's Report.
- The monthly expenditure report was provided to members via iPad's.

Cedric Schnitzler was excused from the meeting at 9:48 a.m.

- Items for next month's agenda – Information System/Sheriff Department Update, County Board Committee Duties, Compensation Plan Adjustments, Solicitation Policy.
- Motion by Pete Peterson second by Mary Von Ruden to adjourn at 10:04 a.m. Carried 4-0.

Shelley Bohl, County Clerk  
Recorder