

PERSONNEL COMMITTEE MEETING
December 16, 2019

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 6:00 PM on Monday, December 16, 2019 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Joe Gonyo
Robert Lyon
Bob Schweder
Curt Talma

Absent: Sue Wendt

Other County Employees Present: Liz Otto, County Clerk; Cathy Schmit, County Administrator; Nicole Geschke, HR Coordinator; Dawn Klockow, Corporation Counsel; Sheriff Mark Podoll; Charlie Wielgosh, Supervisor #7

MINUTES

Motion/second (Lyon/Schweder) to approve the minutes of the October 10, 2019 meeting with no additions or corrections. Motion carried with no negative vote.

CHANGES TO FINANCIAL MANAGER JOB DESCRIPTION BY COUNTY ADMINISTRATOR

Discussion held on changes made to Adm Financial Manager job description by County Administrator Cathy Schmit. Discussion held. Gonyo, Schweder, and Lyon stated that the payroll function should remain in the County Clerk's office and committee approval would be needed before any changes can be made in the future.

RESOLUTIONS

- **Relating to Creating a Full-time Communications Officer Position in the Sheriff's Office**
Sheriff Mark Podoll explained the reason for the position including eliminating some of the overtime, filling in for front office duties, and allowing for an 8 hour shift instead of 12 hours.

Motion/second (Lyon/Talma) to approve the resolution and forward to Finance and County Board for final approval. Motion carried with no negative vote.

- **Resolution for Inclusion Under the Income Continuation Insurance Plan**
County Clerk Liz Otto explained the ICI plan which is provided through Employee Trust Funds (Wisconsin Retirement).

Motion/second (Lyon/Schweder) to approve the resolution and forward to County Board for final approval. Motion carried with no negative vote.

COMMITTEE DISCUSSION

Future meeting date: Regular meeting – Next meeting date set for January 9, 2020 at 6:00 PM.

Future agenda items:

ADJOURNMENT

Chair Gonyo adjourned the meeting at 6:28 PM.

Submitted by,



Liz Otto
County Clerk

DRAFT