

**PERSONNEL COMMITTEE MEETING**  
**August 12, 2021**

The meeting of the Personnel Committee was called to order by Chair Bob Schweder at 3:30 PM on Thursday, August 12, 2021 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The meeting was held both in person and via Zoom. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Ken Bates  
Bob Schweder  
Sue Wendt  
Charlie Wielgosh

Absent: Curt Talma

Other County Employees Present: Samantha Stobbe, Deputy County Clerk; Cathy Schmit, County Administrator; Dawn Klockow, Corporation Counsel (Zoom); Harley Reabe, County Board Chair; Nicole Geschke, HR Coordinator; Paul Gunderson, Land Conservationist; Matt Vandekolk, Chief Deputy

**MINUTES**

*Motion/second (Bates/Wendt)* to approve the minutes of the July 8, 2021 and July 22, 2021 meetings with no additions or corrections. Motion carried with no negative vote.

**RESOLUTIONS**

- **Relating to Reclassification of GIS Specialist**

Discussion held on the reclassification of the GIS Specialist.

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

**ORDINANCES**

- **Amending the Personnel Policy and Procedure Manual to allow for sick time to be taken in one-quarter (1/4) hour increments**

Discussion held. County Administrator Schmit explained the reason for the change was for consistency in time off requests.

*Motion/second (Wendt/Wielgosh)* to approve the ordinance and forward to County Board for final approval. Motion carried with no negative vote.

- **Amending the Personnel Policies and Procedures Manual to comply with Fair Labor Standards Act Safe Harbor Language Requirement and to add a Telecommuting Policy**

Discussion held. Chief Deputy Vande Kolk spoke in support of the resolution. Paul Gunderson, Land Conservationist also spoke in favor of the resolution.

*Motion/second (Wielgosh/Wendt)* to approve the ordinance 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 September 9, 2021 at 3:30 PM

**Future agenda items: New position for Land Conservation**

**ADJOURNMENT**

Chair Schweder adjourned the meeting at 3:48 PM.

Submitted by,

Samantha Stobbe  
Deputy County Clerk

DRAFT