

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, January 5, 2023
Meeting was Held In Person in the County Board Room**

Members Present: Fred Strand, Marty Milanowski (remote), Brett Rondeau, Dennis Pocernich

Excused: Mary Dougherty

Others Present: Mark Abeles-Allison County Administrator, Kristine Kavajecz-Human Resources Director, Ruth Hulstrom, Deb Kmetz, Erica Muelemans (remote), Gail Reha (remote), Kim Mattson (remote), Sara Wartman (remote),

Meeting called to order at 4:00pm by Chairman Rondeau

Public Comment: None received.

Minutes of December 1, 2022: *Motion Milanowski, Strand to approve minutes of the December 1, 2022 Personnel Committee meeting. Motion Carried (4-0)*

Bayfield County Elected Official Introductions:

- a. Tony Williams, Bayfield County Sheriff: Sheriff Williams reported there are no immediate changes planned. He wants to get a feel for the organization before recommending changes. A request will be made to add another Sergeant position. Williams has been in law enforcement since 1992. Worked for Ashland County for 22 years in many different capacities. Also served as the Chief of police in the Town of Iron River. Serves as an instructor for the state on investigation of sexual assaults. Wife is a supervisor in the Probation and Parole office.
- b. Deidre Zifko, Bayfield County Clerk of Court / Register in Probate: Has worked for the county for 27 years in several offices and positions. Anticipation is to serve one term.
- c. Tom Renz, Bayfield County Coroner: re-elected for a second 4-year term. Two deputy coroners retired/resigned this year due to time commitments. Currently recruiting for additional deputy coroners. Renz reported that some counties are moving to an appointed Medical Examiner position rather than an Elected Coroner position. Renz also reported that he is now serving on a state board for coroners.

Code of Conduct Section of the Personnel Manual: *Motion Strand, Milanowski to approve the modifications to the code of conduct as presented. Motion Carried (4-0)*

Telecommuting Policy: Review of the policy that is recommended by the Telecommuting Focus Group that met over the past year. Two modifications were noted: Exceptions for situational telecommuting and not allowing use of personal printers.

Motion Pocernich, Strand to approve the modified telecommuting policy. Motion Carried (4-0)

Nursing Supervisor Position: A temporary Nurse Supervisor position was authorized by the personnel committee in the past. The committee was asked to consider making the supervisory position permanent rather than temporary. Wartman explained the benefits of this position. Motion Strand, Milanowski to approve the Nursing Supervisor position as a permanent position. Motion Carried. (4-0)

Reports

- a) Personnel Financial Report as of December 31, 2022: Included in the meeting packet. Actual figures are expected to come in very close to budget and will be up slightly from 2021.
- b) HR Report:
- c) Leave Balances: The committee reviewed existing balances for sick and vacation as well as trends for the past 3 years.

Motion Milanowski, Pocernich to enter into closed session pursuant to Wisconsin Statutes §19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Approve Closed Session Minutes, December 1, 2022, Discussion and Possible Action Regarding WPPA Negotiations, and Consider an Employee Reclassification Request. Motion Carried. (5-0). Entered closed session at 4:49pm.

Hulstrom and Kmetz were permitted to remain in the closed session.

Motion Milanowski, Strand to return to open session. Motion Carried (4-0). Returned to open session at 5:30pm.

Meeting adjourned at 5:30pm.

Minutes respectfully submitted by Kristine Kavajecz