

PRICE COUNTY ADMINISTRATION COMMITTEE
Meeting Minutes

Date: May 9, 2018

Time: 2:00 p.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

Meeting called to order by Robert Kopisch, County Board Chair at 2:00 p.m. Roll Call: Present – Bob Kopisch, Sheryl Slaby, Dennis Wartgow. Excused: Jordan Spacek. Also present: Nick Trimner, Marilyn Schreuder

Items for discussion and possible action:

1. Election of Committee Chairperson: Slaby nominated Dennis Wartgow for Committee Chairperson. Three calls for further nominations. Motion Slaby/Kopisch to close nominations and cast a unanimous ballot for Dennis Wartgow for committee chairperson. Motion carried. Wartgow took over chairperson duties.
2. Election of Committee Vice-chairperson: Kopisch nominated Sheryl Slaby as Vice-chairperson. Three calls for further nomination. Motion Kopisch/Wartgow to close nominations and cast a unanimous ballot for Sheryl Slaby as committee vice-chairperson. Motion carried.
3. Public Comment and Communications: None.
4. Meeting Minutes: January 11, February 20 and April 17, 2018: Motion Slaby/Kopisch to approve the minutes from the January 11, February 20 and April 17, 2018 meetings as presented. Motion carried.
5. Employee Status Updates
 - a. New Hires, Promotion and Reassignments
 1. Duston Arquette – Sheriff’s Department: February 19th mail jailer
 2. Dylan Scheller – Sheriff’s Department: January 29th as casual and hired full-time as of April 22nd.
 3. Juanita Surman – Health and Human Services Department: March 19th Social Worker Children and Youth.
 4. Kristen Hartmann – Nutrition Site Manager: April 4th – Kennan site.
 5. Tony Lueck – County Veterans Service Officer: Had been filling in as interim, hired as permanent CVSO April 10th.
 - b. Resignations / Retirements / Terminations
 1. Steven Chojnacki – Sheriff’s Department: January 26th. Moved out of the area.
 2. Rocky Stibs – Sheriff’s Department: Retired April 2nd after 15 years.
 3. Mildred Kempen – Nutrition Site Manager: Retired April 5th after 34 years.
 4. Maggie Obadal – Health and Human Services Department: Last day will be October 5th with 40 years of service.
 5. Chuck Fischer – Highway Department: March 22nd after 13 years. Moved out of area.
 6. Elizabeth Schmidt – Office of Administration: April 26th. Took different position.
 - c. Recruitments
 1. Summer Hires: Candidates have been hired.
 2. Sheriff’s Deputy – Jailer: Recruiting for casual/fill-in – special need for female jailers. Deadline May 21st.
 3. Fleet and Facilities Superintendent – Highway Department: Interviews scheduled.
 4. Accountant I – Office of Administration: Deadline extended to May 23rd.
 5. Administrative Assistant – Veterans Service Office: 15 – 22.5 hours per week. Deadline May 23rd.
 6. Fiscal and Administration Manager – Health and Human Services Department: Will begin recruitment.
6. Resolution – Create Behavioral Health Services Unit Supervisor Position (for Comprehensive Community Services (CCS) Program): Motion Wartgow/Slaby to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.
7. Resolution – Add Children and Youth Social Worker and Eliminate Vacant Nurse Position: Motion Kopisch/Slaby to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.

8. Resolution – Reclassifying One Economic Support Specialist Position to a Lead Economic Support Specialist Position: Motion Kopisch/Slaby to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.
 9. Rescind and Replace Resolution 24-11: Resolution to Rescind Resolutions #3121 and #6150 and replace it with Resolution to Approve Creation of an Annual Report of County Wages: Motion Kopisch/Slaby to accept Option B resolution and forward to the County Board with recommendation for adoption. Motion carried.
 10. Wage Steps for Years of Service: Discussion on considering compensation for years of service linked to where employees fall on the wage schedule. Motion Kopisch/Slaby to not take any action at this time. Motion carried.
 11. Set next meeting date: June 5, 2018
 12. Meeting adjourned at 3:25 p.m.
- Submitted by: Jean Gottwald, County Clerk