

**PRICE COUNTY ADMINISTRATION COMMITTEE**  
**Meeting Minutes**

Date: May 12, 2021

Time: 9:00 a.m.

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

Meeting called to order by Dennis Wartgow, Committee Chairperson at 9:00 a.m. Roll Call: Present – Alan Barkstrom, Jeff Hallstrand, Bob Kopisch, Jordan Spacek, Dennis Wartgow. Also present: Nick Trimner

Nick reviewed the process for attending meeting via conference call.

Items for discussion and possible action:

1. Communications and Public Comment: None.
2. Minutes from April 14, 2021 meeting: Motion Spacek/Barkstrom to approve the minutes of the April 14, 2021 meeting as presented. Motion carried.
3. Employee Status Updates
  - a. New Hires, Promotions & Reassignments
    1. Gabe Lind – Transfer to Patrol Lieutenant: From Jail Supervisor May 3.
    2. Danielle Peterson – Transfer to Jail Supervisor: From Correction Officer/Dispatch May 3.
    3. Matthew Brown – Highway Operator: Started May 10.
    4. Thomas Ernst – Forester: Starts May 17.
    5. Katrina Haugsby – Casual Correction Officer/Civilian Dispatch
    6. Brittany DeVries – Casual Correction Officer/Civilian Dispatch
  - b. Resignations/Retirements/Terminations
    1. Brian Mader – Highway Operator:
  - c. Recruitments
    1. Deputy Sheriff: Posting ended May 7<sup>th</sup>. Reviewing applicant eligibility for interview.
    2. Correction Officer / Dispatch: In interview process. Will repost until June 2<sup>nd</sup> for additional openings.
    3. Social Worker – Children & Youth: Ongoing.
    4. Judicial Assistant: Interviews scheduled for May 14<sup>th</sup>.
    5. Public Health Program Coordinator: Interviews held, offer made to candidate for consideration.
    6. Public Health Nurse: Interviews May 19<sup>th</sup>
    7. Summer Hire (1): Ongoing.
4. Retention and Recruitment Initiative
  - a. Historical Recruitment and Turnover: Reviewed hiring statistics. There have been 144 new hires in past 10 years. Retention has gone from 5.6 years to less than six months.
  - b. Plan Implementation: Reviewed the proposed initiative details. Motion Kopisch/Barkstrom to proceed with plan as presented with implementation the first full pay period in July and draft necessary resolutions to bring to the County Board in June. Motion carried.
5. COVID-19 Administrative Authority and Emergency Leave: No procedural changes since last meeting. Decision needed as to when various County COVID protocols will be eased and to what level.
6. Set next meeting date: June 3.
7. Meeting adjourned at 11:21 a.m.

Respectfully submitted,

Jean Gottwald, County Clerk