

PERSONNEL COMMITTEE
DRAFT MEETING MINUTES
Tuesday, September 5, 2023
Howard Male Conference Room

The Personnel Committee met on Tuesday, September 5, 2023 at 12:00 p.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT: Jesse Osmer, Chair
 John Kozlowski
 Burton Francisco
 Bill Peterson

OTHERS PRESENT: Mary Catherine Hannah, County Administrator
 Kim Schultz, Deputy Clerk
 Jennifer Mathis, Human Resource Specialist

CALL TO ORDER

Chair Jesse Osmer called the meeting to order at 12:00 p.m.

ROLL CALL

All members present.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVE AGENDA

Chair Osmer presented the agenda for approval. Moved by Commissioner Francisco and supported by Commissioner Kozlowski to adopt the agenda as presented. Motion carried.

INFORMATION ITEM: District Court Administrator Christina Delekta presented a previous Board Action from August 2022 that allows Kim Nowak to earn a stipend for being the on-call magistrate. Christina Delekta would like the on-call stipend to be used towards other people as a substitute for when Kim Nowak is not available. The money is already budgeted. Motion by Commissioner Francisco to amend the Board Action from August 2022. Support by Commissioner Peterson. Motion carried.

INFORMATION ITEM: Commissioner Osmer presented the questions for the County Administrators evaluation. The due date is September 25th. Evaluations can be turned into Commissioner Osmer's mailbox in a sealed envelope. Motion by Commissioner Kozlowski to approve the County Administrators evaluation questions. Support by Commissioner Francisco. Motion carried.

INFORMATION ITEM: Commissioner Osmer asked for information on employee retention. HR Specialist Jennifer Mathis will break down the employee list by department. There are quite a few employees that have been with the County for less than 5 years. Commissioner Osmer would like to know how many open positions and how many new positions we have had over the last few years.

INFORMATION ITEM: County Administrator Hannah had a conversation with the company that does the cost allocation for the County, and they would like HR in the County to have its own budget.

INFORMATION ITEM: Commissioner Osmer would like to know how the Personnel Committee will be involved in the contract negotiations going forward. Commissioner Osmer would like to be included in future contract negotiations.

INFORMATION ITEM: HR Specialist Jennifer Mathis will put together different options for non-union employees' salary for 2024.

Next meeting: Tuesday, October 3, 2023 at 12:00 p.m. in the Howard Male Conference Room

Motion to adjourn by Commissioner Kozlowski with support by Commissioner Francisco. Motion carried. The meeting adjourned at 12:38 p.m.

Jesse Osmer, Chairman

Jennifer Mathis, HR Specialist

jmm