

**PERSONNEL AND LABOR RELATIONS COMMITTEE**

**February 26, 2020**

**1st Floor Conference Room, Green County Courthouse**

**7:00 p.m.**

**Members Present**

Herb Hanson  
Kristi Leonard  
Erica Roth  
Ray Francois  
Jerry Guth

**Members Absent**

Art Carter  
Richard Thoman

**Others Present**

Mike Doyle  
Brian Bucholtz  
Chris Narveson  
Clint Langreck  
Andrea Sweeney  
Tammy Mulcahy  
Amy Bartlett

Eric Wild  
Dan Williams  
Terry Snow

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The meeting was called to order by Vice-chair Hanson.

**Motion by Roth, seconded by Francois to approve the minutes of the November 27, 2019, meeting. Motion carried.**

The committee discussed the Treasurer and Register of Deeds' salaries. **Motion by Francois, seconded by Guth to approve an increase to a Step 4 on the Payroll Group 6 (Department Head) Wage Scale. Motion carried.**

The committee discussed Resolution 3-3-20 (Human Services Position). **Motion by Guth, seconded by Leonard to approve the resolution and take it to the March County Board meeting. Motion carried.**

The committee discussed the elimination and creation of a Nurse Coordinator and Resident Care Coordinator at Pleasant View, *see Exhibit 1*. **Motion by Roth, seconded by Leonard to approve the aforementioned. Motion carried.**

Statement of purpose for closed session by the chair as follows: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to Wis. Stats. 19.85(1)(c) - Transfer/promotion of Landfill employee to the Highway department Office Manager position.

**Motion by Francois, seconded by Guth to go into closed session. Motion carried.**

**Motion by Francois, seconded by Roth to reconvene in open session for matters discussed in closed session. Motion carried.**

**Motion by Francois, seconded by Guth to approve hiring Amy Bartlett for the Highway Office Manager position at a Grade 15, Step 7 and move her to a Step 8 effective November 4, 2020. Motion carried.**

The committee received a resignation of the Human Resources Director, *see attached*.

**Motion by Guth, seconded by Leonard to approve the Human Resources Director job description, *see attached*. Motion carried.**

**Motion by Francois, seconded by Roth to approve the Human Resources recommendation to hire a Human Resources Director at a Grade 18, up to a Step 8. Motion carried.**

**Motion by Leonard, seconded by Roth to approved the travel requests for the Register in Probate and Health Director, *see attached*. Motion carried.**

**Motion by Guth, seconded by Francois to adjourn. Motion carried.**