

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, April 1, 2021
Meeting was Held Remotely through Microsoft Teams
and In Person in the Bayfield County Board Room**

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

Others Present: Mark Abeles-Allison County Administrator, Kristine Kavajecz-Human Resources Director, Elizabeth Skulan-Human Services Director

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

Approval of Minutes of March 4, 2021: *Motion Milanowski Strand to approve minutes of the March 4, 2021 Personnel Committee meeting. Motion Carried (5-0)*

Public Comment: None Received

Revised COVID workplace policy. *Motion Milanowski, Snilsberg to accept the revised COVID workplace policy as presented. Motion Carried (5-0)*

Personnel Policy 3.13 Health Insurance: County policy states that an employee must be in paid status for 10 days in a month to be eligible for the county share of health insurance premiums. ETF policy requires that employees must have coverage for the full month that they leave employment. Researching options to address this issue.

Personnel Policy Section Review, discussion regarding Section IV. Employee Conduct, Performance Evaluation, Discipline and Separation From Employment.

The committee reviewed the various language changes proposed and will evaluate them over the next month prior to taking action.

Reports

- a) **Human Resources Report:** Discussed implementing a telecommuting work group.
- b) **Personnel Financial Report as of March 31, 2021:** Report was provided in the meeting packet. Overages were explained as payouts due to retirements.

Motion Milanowski, Pocernich to enter into closed session pursuant to Wisconsin Statutes §19.85(1)(c,e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: and deliberating or negotiating the purchase of public property, vesting of public funds or conducting other specified business whenever competitive or bargain reasons require a closed session.

- i. *Approve Closed Session Minutes of February 4, 2021*
- ii. *Reclassification Request of Richard Kamm from Social Worker I to Social Worker II.*

Elizabeth Skulan was authorized to remain in the closed session. Motion Carried (5-0)

Entered closed session at 4:37pm.

Motion Milanowski, Strand to return to open session. Motion Carried. Return to open session at 4:41pm.

Meeting adjourned at 4:41 pm

Minutes respectfully submitted by Kristine Kavajecz