**SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES**

Administration Building

508 New York Avenue – Room 302

Sheboygan WI 53081

**March 10, 2022 Called to Order: 3:30 PM Adjourned: 4:12 PM**

MEMBERS PRESENT: Vice Chair Roger TeStroete, Secretary Ed Procek and Member Kathleen Donovan

MEMBERS ABSENT: Chair Fran Damp

ALSO PRESENT: **In Person:** Human Resources Director Dennis Miller, Sheriff Cory Roeseler and Charlie Conrardy

**Remote:** Committee Member Charlette Nennig, Supervisors Brian Hoffmann Transportation Director Greg Schnell, Rocky Knoll Administrator Kayla Clinton, and Health and Human Services Director Matt Strittmater

Vice Chair TeStroete called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Vice Chair TeStroete confirmed the meeting was posted March 9, 2022, 2021 at 1:15 PM, in compliance with the open meeting law.

A motion to approve the minutes of February 24, 2022 as presented was made by Supervisor Donovan. Supervisor Procek seconded the motion. Motion carried unanimously.

Transportation Director Greg Schnell requested approval for a change in Table of Organization to include the promotion of the Program Manager to Business Manager. A motion was made by Supervisor Procek granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval for a change in Table of Organization to include the promotion of Staffing Coordinator to Lead Staffing Coordinator. A motion was made by Supervisor Procek granting approval. Supervisor Donovan seconded the motion. Motion carried unanimously.

Health and Human Services Director Matt Strittmater requested approval for additional vacation for a new employee. A motion was made by Supervisor Procek granting approval. Supervisor Donovan seconded the motion. After discussion, a motion was made by Supervisor Procek to amend the original motion to include granting approval “after successful completion of employee’s initial period.” Supervisor Donovan seconded the motion. Motion carried unanimously. After further consideration of the original motion as amended, motion carried unanimously.

Human Resources Director Dennis Miller requested support for the report of elected officials salaries report. A motion was made by Supervisor Procek granting support of the report. Supervisor Donovan seconded the motion. Motion carried unanimously.

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Thursday, March 10, 2022

Human Resources Director Dennis Miller requested approval to forward the proposed Ordinance to change chapter 47 to reflect change in certain elected officials salaries. A motion was made by Supervisor Donovan granting support of the report. Supervisor Procek seconded the motion. Motion carried unanimously.

A motion was made by Supervisor Procek granting authorization for Human Resources Manager Penny Elsner to sign off on documents for those who attended remotely and were presented during the March 10, 2022 meeting. Supervisor Donovan seconded the motion. Motion carried unanimously.

A motion to approve the vouchers as presented was made by Supervisor Procek. Supervisor TeStroete seconded the motion. Motion carried unanimously.

A motion to adjourn was made by Supervisor TeStroete. Supervisor Donovan seconded the motion. Motion carried unanimously with adjournment at 4:12 PM.

Penny Elsner Ed Procek

Recording Secretary Secretary