

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

Administration Building
508 New York Avenue – Room 302
Sheboygan WI 53081

September 23, 2021

Called to Order: 3:30 PM

Adjourned: 4:40 PM

MEMBERS PRESENT: Chair Fran Damp, Vice Chair Roger TeStroete, Secretary Ed Procek, Members Charlette Nennig and Vicky Schneider

OTHERS PRESENT: Human Resources Director Dennis Miller, Supervisor Brian Hoffmann, Clerk of Courts Melody Lorge, and Deputy Human Services Director Scott Shackelford

OTHERS PRESENT: Deputy Human Services Directors Jaclyn Moglosky and Starrlene Grossman
(*via teleconference*) and Rocky Knoll Administrator Kayla Clinton

Chairperson Damp called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chairperson Damp confirmed the meeting was posted September 22, 2021 at 10:00 AM, in compliance with the open meeting law.

A motion to approve the minutes of August 26, 2021 as presented was made by Supervisor TeStroete. Supervisor Nennig seconded the motion. Motion carried unanimously.

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

Deputy Health and Human Services Director Jaclyn Moglowsky requested approval for a sign-on bonus for the Crisis Supervisor. A motion was made by Supervisor Schneider granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Deputy Health and Human Services Director Scott Shackelford requested approval to allow for an extended leave of absence for employee 119731. A motion was made by Supervisor TeStroete granting approval. Supervisor Procek seconded the motion. Motion carried unanimously.

Deputy Health and Human Services Director Starrlene Grossman requested approval for the Vacant Position Request for the Limited Term Employees (LTE's) for the COVID-19 plan. A motion was made by Supervisor Nennig granting approval. Supervisor Schneider seconded the motion. Motion carried unanimously.

Clerk of Courts Melody Lorge requested approval for the Vacant Position Request extending the Limited Term Employee (LTE) position for approximately 6 months. A motion was made by Supervisor TeStroete granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Thursday, September 23, 2021

On behalf of Finance Director Wendy Charnon, Human Resources Director Dennis Miller requested approval for the Vacant Position Request for a long-term LTE to work in the Accounts Payable area during a leave of absence and thereafter with the Tyler Munis system. A motion was made by Supervisor Nennig granting approval. Supervisor Schneider seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval for a pay exception for an Area Nurse Manager. A motion was made by Supervisor Schneider granting approval. Supervisor Procek seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval to hire a Life Enrichment Lead above the midpoint of the salary range. A motion was made by Supervisor Schneider granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval for the Vacant Position Request for an Area Nurse Manager, contingent upon Health Care Center Committee approval. A motion was made by Supervisor Schneider granting approval. Supervisor Procek seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval for the Vacant Position Request for the Director of Clinical Services, contingent upon Health Care Center Committee approval. A motion was made by Supervisor Procek granting approval. Supervisor Schneider seconded the motion. Motion carried unanimously.

Rocky Knoll Administrator Kayla Clinton requested approval for recruitment and retention incentives for nursing staff through usage of ARPA funds – to include wage increases, shift differential increase, sign-on bonuses, tuition reimbursement, student loan repayment, and a Vacant Position Request of Limited Term Receptionists. A motion was made by Supervisor TeStroete granting approval. Supervisor Nennig seconded the motion. Motion carried unanimously.

Human Resources Director Dennis Miller reviewed the Human Resources Department activities highlighting the ongoing recruitment efforts, employee benefits open enrollment, flu vaccination clinics, changes in carriers for Long Term Disability and the Employee Assistance Program.

Human Resources Director Dennis Miller reviewed the Annual Report on Health Insurance and requested approval to forward to the County Board. A motion was made by Supervisor Procek granting approval. Supervisor Schneider seconded the motion. Motion carried unanimously.

A motion to adjourn was made by Supervisor TeStroete. Supervisor Schneider seconded the motion. Motion carried unanimously with adjournment at 4:40 PM.

Penny Elsner
Recording Secretary

Ed Procek
Secretary