

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

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

February 12, 2024

Called to Order: 3:30 PM

Adjourned: 4:20 PM

MEMBERS PRESENT: Chair Edward Procek, Vice Chair Tom Wegner, Secretary Christian Ellis
Member(s) Kathleen Donovan, Carl Nonhof

Remote: None

MEMBERS ABSENT: None

ALSO PRESENT: **In Person:** Bryan Olson, Emily Stewart, Chris Lewinski and Dave Loomis

Remote: Kayla Clinton, Matthew Strittmater

Chair Procek called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted February 9, 2024 at 2:30 PM, in compliance with the open meeting law.

A motion to approve the minutes of January 22, 2024 as presented was made by Supervisor Wegner. Supervisor Nonhof seconded the motion. Motion carried.

Rocky Knoll Health Care Center Administrator, Kayla Clinton requested approval of a Table of Organization change. A motion was made by Supervisor Ellis granting approval. Supervisor Donovan seconded the motion. Motion carried.

Transportation Director, Bryan Olson requested approval of an equity adjustment. A motion was made by Supervisor Ellis granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Transportation Director, Bryan Olson requested approval of a second equity adjustment. A motion was made by Supervisor Nonhof granting approval. Supervisor Donovan seconded the motion. Motion carried.

Transportation Director, Bryan Olson requested approval to hire above the midpoint. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Transportation Director, Bryan Olson and Business Manager, Emily Stewart requested approval of department policies specific to Lake Breeze Aviation. A motion was made by Supervisor Wegner granting approval. Supervisor Nonhof seconded the motion. Motion carried.

The action item for Equity Adjustment for Sworn Supervisors was tabled until the February 26, 2024 meeting of the Human Resources Committee.

Human Resources Director, David Loomis requested approval of changes to personnel policies 201 – Background Checks, 615 – Telecommuting, and 805 – Internet, Social Media and Artificial Intelligence. A motion was made by Supervisor Wegner granting approval. Supervisor Donovan seconded the motion. Motion carried.

Human Resources Director, David Loomis provided an update regarding the Human Resources Department including staffing of the department and the Tyler Munis project.

A motion to approve the vouchers was made by Supervisor Wegner. Supervisor Donovan seconded the motion. Motion carried.

There were no requests for approval of attendance at other meetings or functions.

A motion to adjourn was made by Supervisor Wegner. Supervisor Ellis seconded the motion. Motion carried with adjournment at 4:20 PM.

David Loomis
Recording Secretary

Christian Ellis
Secretary