

BUFFALO COUNTY MINUTES

Committee of the Board: Human Resources Sub-Committee

Date of the Meeting: June 7, 2021

Chair Mr. Larry Grisen called the meeting to order at 8:05 a.m. in the third floor County Board meeting room, Buffalo County Courthouse, Alma, Wisconsin.

**Members Present:** Larry Grisen, Brenda Creighton, Carri Renchin, Carol Burmeister, Bob Platteter and Sonya Hansen. **Absent:** Michael Taylor

**Public Comment Related to the Agenda:** There were no public comments.

**Review/Discussion/Action – Minutes of the Previous Meeting:** A motion was made by Brenda Creighton seconded by Carol Burmeister to approve the minutes of the previous meeting. Motion Carried.

**Review/Discussion – Wage and Scale Updates and Costs:** The cost to bring the 17 positions within the five (5) county averages were as follows:

10% of the 5-county average	\$	21,300.00
5% of the 5-county average	\$	32,500.00
3% of the 5-county average	\$	41,100.00

Chair Mr. Larry Grisen informed the members that he and Mr. Michael Taylor would be meeting with the Finance Committee to discuss 2022 budget strategy planning and funding available for wages and benefits so that this committee would have some direction to assist with making recommendations to the Human Resource Committee on wages and scales.

**Review/Discussion ~ Position Description Rating System:** Ms. Sonya Hansen presented the forms and definitions for reviewing the position descriptions to assist in the development of new wage scales. The committee members divided and worked in groups to complete the forms for each position description assigned to them. The committee did not finish this task and would continue this at their next meeting.

**Review/Discussion/Action – Next Meeting Date and Time:** Tuesday, July 12, 2021, at 8:00 a.m. was set for the next meeting date.

**Public Comments Unrelated to the Agenda:** There were no other public comments.

**Adjourned:** The meeting was adjourned at 9:30 a.m. upon motion of Brenda Creighton seconded by Carol Burmeister. Motion Carried.

Respectfully submitted,

Sonya J. Hansen  
Recording Secretary