

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Human Resources Committee

Date of the Meeting: Monday, January 4, 2021

Chair Mr. Larry Grisen called the meeting to order at 9:36 a.m. in the third floor County Board meeting room.

Board Members Present: Mr. Larry Grisen, Mr. Don Hillert, Ms. Mary Anne McMillan Urell, Mr. Nathan Nelson and Mr. Michael Taylor.

Others Present for All or Parts of the Meeting: Ms. Sonya Hansen and Ms. Brenda Creighton.

Public Comments regarding Agenda Items: There were no public comments.

Review/Discussion/Action ~ Minutes of the Previous Meeting: A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Nathan Nelson to approve the minutes of the previous meeting as sent. Motion Carried.

Review/Discussion/Action ~ A Resolution to Amend Policy 503 of the Employee Handbook – Disciplinary Actions: A motion was made by Mr. Michael Taylor seconded by Ms. Mary Anne McMillan Urell to approve the Resolution to Amend Policy 503 of the Employee Handbook – Disciplinary Actions to include language, including but not limited to, adverse employment action due to nonperformance. Motion Carried.

Review/Discussion/Action ~ Committee Meeting Calendar Dates: A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Nathan Nelson to approve the 2021 calendar dates with the change in the October meeting to October 4th. The meeting time will be 9:30 a.m. Motion Carried.

Review/Discussion/Action ~ Update on Economic Development Coordinator/Grant Writer Position: Ms. Hansen informed the committee that Mr. Stephen Schiffli accepted this position and had started today. She indicated that his office will be located next to the Administration Office. Mr. Bruce Fuerbringer has accepted the permanent Emergency Management/Recycling Director/Solid Waste Manager position. A motion was made by Mr. Don Hillert seconded by Mr. Michael Taylor to recommend to the County Board at their January meeting, the confirmation of the acceptance of these positions. Motion Carried.

Review/Discussion/Action ~ Review of Buffalo County Employees Return to work Plan/Guidelines & Reopen of Courthouse to Public: A motion was made by Mr. Michael Taylor seconded by Mr. Don Hillert to not make any changes to the current plan. Motion Carried.

A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Don Hillert to recommend to the County Board of Supervisors to continue providing services by appointment only to the general public and to authorize the Human Resources Committee as the decision making authority for reopening the courthouse. Motion Carried.

A motion was made by Mr. Michael Taylor seconded by Mr. Nathan Nelson to approve the extension of any temporary telecommuting agreements due to COVID-19 to April 12, 2021 subject to the review and approval of the department manager. Motion Carried.

Review/Discussion/Action – Review of Policy 208 – Laves-Sick Leaves for Use of Personal Sick Leave Bank (PSLB) for COVID-19 Quarantine or Isolation Orders: This matter was tabled pending further direction from the Wisconsin Counties Association.

Committee Chair Report: The Chair had nothing additional to report at this time.

Personnel Advisor Report(s): Ms. Creighton reviewed the current vacancies and status of new hires.

Administrative Coordinator Report(s): Ms. Hansen reviewed a proposal from Wisconsin County Mutual Insurance – Identity Recovery Coverage and that she had declined coverage.

Public Comment Unrelated to Agenda: There were no public comments.

Next meeting date and time: The next meeting date will be February 8, 2021 at 9:30 a.m.

Adjournment: A motion was made by Mr. Michael Taylor seconded by Ms. Mary Anne McMillan Urell to adjourn the meeting. Motion Carried.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary