

BUFFALO COUNTY MINUTES

Committee of the Board:

Human Resources Sub-Committee

Date of the Meeting:

July 6, 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, Michael Taylor, Brenda Creighton, Carri Renchin, Carol Burmeister, Bob Platteter and Sonya Hansen.

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

Review/Discussion/Action – Minutes of the Previous Meeting: A motion was made by Michael Taylor seconded by Brenda Creighton to approve the minutes of the previous meeting with the notation that the next meeting date and time reflected in the minutes was changed to today to coincide with the Human Resources Committee meeting. Motion Carried.

Review/Discussion – Finish Review of Position Descriptions & Evaluation Tool: The members of the committee divided into workgroups to complete the position description review process.

Review/Discussion ~ Determination of Next Steps: Ms. Sonya Hansen informed the members that she would compile the results into a spreadsheet and prepare a draft of proposed changes to the classifications for review at the next meeting, along with potential costs.

Review/Discussion/Action – Next Meeting Date and Time: The next meeting date and time will be scheduled after the Human Resources Committee determines their next meeting date in August. This committee will then meet either before or after the meeting.

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

Adjourned: The meeting was adjourned at 9:15 a.m. upon motion of Michael Taylor seconded by Brenda Creighton. Motion Carried.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary