

Buffalo County Minutes

Committee/Board: Human Resources Committee

Date of Meeting: Monday, November 5, 2018

Electronic and Hard Copy Filing Date: Friday, November 9, 2018

Mr. Larry Grisen called the meeting to order at 8:30 a.m.

Board Members Present: Mr. Larry Grisen, Mr. Michael Taylor, Mr. Bernard Brunkow and Mr. Nathan Nelson. Mr. Donald Hillert was excused.

Others Present for All or Parts of the Meeting: Ms. Roxann Halverson, Ms. Sonya Hansen, Ms. Brenda Creighton, Ms. Mary Anne McMillan Urell, and Mr. Dave Rynders.

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding A Resolution to Amend Salary Classification and Compensation System for Non-Represented Employees: Ms. Creighton explained the compensation system and how it was created. There are some departments that will be able to recoup costs of the wage increases making the overall budget costs lower. The increases will be split to have one increase in January and one in July. Mr. Taylor made a motion to approve the resolution, seconded by Mr. Brunkow. Carried.

Review/Discussion regarding Compensation Time/Overtime: Ms. Hansen attended a meeting recently where they discussed compensation time and overtime. WRS has been issuing fines to counties that are paying out comp time in a different year than it was earned. This year approximately \$13,000 of comp time was paid out. A discussion was held on the maximum number of hours of comp time allowed to accrue in different groups in the courthouse and keeping this uniform.

Review/Discussion regarding Employee Performance Review Form & Department Manager Evaluation Process Updates: Ms. Hansen indicated that she met with Department Managers to find out how their committees would like to handle evaluations. The current form will be used in 2019 and then reviewed and revamped for use in 2020.

Review/Discussion/Action regarding Title Change of Public Health Nutritionist to Public Health Dietitian: Mr. Rynders indicated the title change is to keep up with industry standards and terminology. Mr. Brunkow made a motion to approve the title change, seconded by Mr. Nelson. Carried.

Next Meeting Date and Time: The next meeting will be at 8:30 a.m. on December 10th.

Public Comments: Ms. Hansen explained that open enrollment for health insurance will be held on Thursday and Friday of next week. She has gotten formal notice that Mr. Schiffli will not return until September of 2019. The LEER Negotiations will be held at the December meeting.

Adjournment: Mr. Taylor made a motion to adjourn at 9:25 a.m., seconded by Mr. Nelson.
Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk