

The Florence County Personnel and Law Enforcement Committee met at the Courthouse on April 7, 2022. The meeting was called to order by the Chair at 6:00 p.m. A quorum of committee members was present.

Committee Supervisors present: Bomberg, Johnson, Kelley, and Theer.

Excused: Supervisor Steber

Absent: None

Agenda

Moved by Supervisor Johnson to approve the Agenda, as presented.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Minutes

Moved by Supervisor Theer to approve March 3, March 8, March 9, March 24, and March 29th, 2022 meeting minutes, as presented.

Motion Seconded by Supervisor Kelley.

Motion carried, with all voting "Aye" on a voice vote.

Child Support Bills

Moved by Supervisor Johnson approval of Child Support bills and recommend to the Audit and Budget Committee.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Comp Time

Moved by Supervisor Theer approval to allow the County Clerk's Office Employees to carry more than 15 hours of comp time until the office is fully staffed and trained.

Motion Seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Out-of-Town Meeting

Moved by Supervisor Theer approval for Scott Goodwin, LCC Tech, to attend the WI Lakes & Rivers Convention, April 6, 7, and 8, 2022.

Motion Seconded by Supervisor Kelley.

Motion carries, with all voting "Aye" on a voice vote.

New Job Position

Moved by Supervisor Kelley approval to create new position for a LTE Forestry & Parks Technician in the Forestry & Parks Department as recommended by the Forestry and Parks Committee. This position is contingent on approval from the A&B Committee for funding and County Board for final approval.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

New Job Position Description

Moved by Supervisor Kelley to approve the new job description for the LTE Forestry & Parks Technician as recommended by the Forestry and Parks Committee.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Advertise and Interview

Moved by Supervisor Theer approval to advertise and interview for the LTE Forestry & Parks Technician as recommended by the Forestry and Parks Committee.

Motion seconded by Supervisor Kelley.

Motion carried, with all voting "Aye" on a voice vote.

Revise Vehicle Use Policy

Pat Smith, County Forester, asked the Committee to revise its Vehicle Use Policy to include 17 year olds to drive due to the very low number of applicants creating a hard ship on the department.

The Committee asked that the County Clerk follow up with our insurance company.

No action

Revise the Administrative Policy

Moved by Supervisor Johnson approval to revise the Recruitment and Hiring Policy in the Administrative Policy Manual. The change is to allow a faster process when an employee hands their resignation to a department head.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

DA Assistant Phone

Assistant DA, Lisa Witynski, asked for the recommended cell phone purchase be put on hold.

No action

Employment Offer

Moved by Supervisor Theer approval to offer employment to Candidate #1 for the UW-Ext LTE Summer Horticulture Assistant Position as recommended by the UW-Ext Hiring Committee.

Motion Seconded by Supervisor Johnson.

Motion carries, with all voting "Aye" on a voice vote.

Employment Offer

Moved by Supervisor Theer approval to offer employment to Candidate #1 for the UW-Ext LTE 4-H Summer Assistant Position as recommended by the UW-Ext Hiring Committee.

Motion Seconded by Supervisor Johnson.

Motion carries, with all voting "Aye" on a voice vote.

Revise Job Description and Wage

Moved by Supervisor Johnson approval to revise/update the Human Services Lead Children and Families Social Worker job description and pay grade as recommended by the Human Services Board and wage consultant.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Revise Job Description and Wage

Moved by Supervisor Johnson approval to revise/update the Human Services Children and Families Social Worker job description and pay grade as recommended by the Human Services Board and wage consultant.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Revise Job Description and Wage

Moved by Supervisor Johnson approval to revise/update the Human Services Lead Community Services Social Worker job description and pay grade as recommended by the Human Services Board and wage consultant.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Revise Job Description and Wage

Moved by Supervisor Johnson approval to revise/update the Human Services Community Services Social Worker job description and pay grade as recommended by the Human Services Board and wage consultant. Motion Seconded by Supervisor Theer. Motion carries, with all voting "Aye" on a voice vote.

Employment Offer

No action taken to approve new Economic Development Director. Interviews not scheduled until April 14, 2022.

Back-up Deputy Treasurer

Moved by Supervisor Kelley approval to appoint Deputy Register of Deeds, Carol Demko, as a back-up Deputy Treasurer.

Motion Seconded by Supervisor Johnson.

Motion carries, with all voting "Aye" on a voice vote.

Sheriff Monthly Report

Sheriff Miller presented to the Committee the Sheriff's Department monthly report. The month of March 2022, 11 arrests, 6,732 jail log of activity by correction officers, 80 deputy incident reports, 71 citations, 68 warnings, 189 traffic stops, 13 crashes/11 deer accidents, and 5 K9 deployments.

Collected Fines and Revenues: Jail booking, jail pay for stay, jail inmate housing, jail huber, Sheriff fee's, and fines. Reimbursement totaled \$11,177

Sheriff Miller reported that he is looking into trying to get the 911 service fee charge that is on cell phone bills from citizens living in Florence County to come back to the County for our local 911 service. He said currently the money goes down state.

Chairwoman Bomberg thanked the Sheriff for the report.

No action

Social Media Page

Moved by Supervisor Johnson approval for Emergency Management to establish a Florence County Emergency Management Social Media Page. This page will be for community outreach, education and awareness purposes.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

WiSMAC Resolution 2022-09

Moved by Supervisor Kelley approval to adopt the WiSMAC Resolution 2022-09 for the Wisconsin Statewide Mutual Aid Compact for Local Management Assistance and send on to County Board for final approval.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Emergency Management Report

Emergency Management Coordinator, Amanda Mulvey.

March Overview:

HazMat: No incidents. Annual training refresher completed March 19, 2022.

3/31/2022 for reimbursement of refresher training costs.

EMS: Aurora-Homestead Rescue President has retracted the hard deadline of June 2022 for service cancellation and made some job changes allowing the members to participate more. Florence Rescue continues to see a fluctuation in coverage. Florence rescue did receive a \$750 donation for the coverage provided to the Up Hill Climbs. Sustainability options for future EMS are progressing.

Pre Hazard Mitigation Planning & Grant: Grant approval received 3/11/2022. S-L Agreement signed and returned.

LEPC: Next Meeting April 27, 2022.

EMPG/EPCRA: FY-21 EMPG award payment received. Plan of work deliverables for current cycle

Other: Air Incident presentation delivered at the Governor's Conference.

Blood Drive Scheduled for June 9, 2022.

Chairwoman Bomberg thanked Amanda.

No action

Sheriff and Emergency Government Bills

Moved by Supervisor Kelley approval of Sheriff and Emergency Government's monthly bills and recommend to the Audit and Budget Committee.

Motion seconded by Supervisor Johnson.

Motion carried, with all voting "Aye" on a voice vote.

Closed Session

Moved by Supervisor Johnson to adjourn to Closed Session Pursuant to the following:

- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss employee Family Medical Leave.
- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss compensation for LCC position.
- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss compensation for ADRC position.
- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss Zoning Administrator compensation review.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Open Session

Moved by Supervisor Johnson to reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Johnson approval to extend Family Medical Leave for employee for one additional month.

Motion Seconded by Supervisor Kelley.

Motion carries, with all voting "Aye" on a voice vote.

2nd closed session – no action

Moved by Supervisor Johnson to approve compensation recommendation for ADRC employee.
Motion Seconded by Supervisor Kelley.
Motion carries, with all voting "Aye" on a voice vote.

3rd closed session – no action

Adjourn

There being no further business.

Moved by Supervisor Johnson to adjourn the meeting.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Donna Trudell, County Clerk