



Bayfield County Administrator

117 E 5th Street, PO Box 878, Washburn, WI 54891

Ph: 715-373-6181 Fx: 715-373-6153

Mark Abeles-Allison, *County Administrator*

Kristine Kavajecz, *Human Resources Director*

Paige Terry, *Clerk*

BAYFIELD COUNTY PERSONNEL COMMITTEE MEETING

Brett Rondeau, *Chair*

Fred Strand

Mary Dougherty, *Vice-Chair*

Dennis Pocernich

Marty Milanowski

Dear County Board Members:

This letter is written to inform you of the Bayfield County Personnel Committee Meeting scheduled for **2:00pm Thursday, December 1, 2022.** This meeting will be held Remotely and In Person at the Bayfield County Board Room, Bayfield County Courthouse, Washburn, WI. Supervisors and the public will be able to participate in the Meeting via voice either by using the internet link or phone number below.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 215 583 435 191

Passcode: iiNQts

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 715-318-2087,,359801474#](#) United States, Eau Claire

Phone Conference ID: 359 801 474#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Please contact Bayfield County at 715-373-6181 or 715-373-6100 if you have access questions prior to the meeting. During the meeting if you have connection issues please email mark.abeles-allison@bayfieldcounty.wi.gov

Notice is hereby given that a majority of the Bayfield County Board may be present at the meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Bayfield County Board pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494

N.W.2d 408(1993), and must be noticed as such, although the County Board will not take any formal action at this meeting.

AGENDA

1. Call to order
2. Public Comment
3. Discussion and Possible Action Regarding Approval of Minutes of November 3, 2022
4. Discussion and Possible Action Regarding Code of Conduct Section
5. Discussion and Possible Action Regarding Tuition Assistance Program
6. The committee may enter in and out of closed session pursuant to Wisconsin Statutes §19.85(1) **(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and **(e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and Possible action Regarding:
 - i. Approve Closed Session Minutes, November 3, 2022
 - ii. WPPA Negotiations Discussion
 - iii. Employee Reclassification
7. Reports
 - a) Personnel Financial Report as of November 2022
 - b) HR Report

Should you have any questions in the meantime, please do not hesitate to contact the County Administrator's Office at 715 373-6181, mark.abeles-allison@bayfieldcounty.wi.gov

Sincerely,

Mark Abeles-Allison

Mark Abeles-Allison

Bayfield County Administrator

MAA/kak

Enc.

Any person planning to attend a Bayfield County meeting that has a disability requiring special accommodations should contact 373-6100, 24-hours before the scheduled meeting, so appropriate arrangements can be made.

cc: Ms. Lynn Divine, Bayfield County Clerk
Bayfield County Board of Supervisors
The Daily Press, via email

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, November 3, 2022
Meeting was Held In Person in the County Board Room**

Members Present: Fred Strand, Marty Milanowski, Mary Dougherty, Brett Rondeau, Dennis Pocernich

Excused:

Others Present: Mark Abeles-Allison County Administrator, Kristine Kavajecz-Human Resources Director, Kyle Gulya-VonBriessen and Roper, Kim Mattson, Sheriff Paul Susienka, Chief Deputy Andy Runice

Meeting called to order at 4:00pm by Chairman Rondeau

Public Comment:

Minutes of October 27, 2022: *Motion Milanowski, Pocernich to approve minutes of the October 27, 2022 Personnel Committee meeting as corrected. Motion Carried (5-0)*

Review County Tuition Reimbursement program: Current program reimburses employees 66% of cost, up to \$500 per semester, \$1000 per year. Coursework must support the employee's job duties. Consensus of the committee is to research further and bring a recommendation back to the committee.

Review Employee Evaluation Process and Procedure: Department Heads are working on annual evaluations for staff, which are due annually.

Motion Pocernich, Milanowski to enter in and out of closed session pursuant to Wisconsin Statutes §19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and Possible action Regarding: Approve Closed Session Minutes, October 27, 2022, WPPA Negotiations Discussion, County Admin / Employee Evaluations. Motion Carried (5-0) Gulya, Susienka and Runice were permitted to remain in the closed session. Entered closed session at 4:10pm

Motion Pocernich, Dougherty to return to open session. Motion Carried (5-0) Returned to open session at 5:43pm.

Discussion took place regarding whether a percent or flat amount should be considered for wage increases.

Standards of Conduct Policy: The committee was asked to review the standards of conduct policy to consider if modifications should be made. This policy will be reviewed over the next couple of meetings.

Reports

- a) Personnel Financial Report as of October 31, 2022.
- b) HR Report provided by Kavajecz

Meeting adjourned at 5:51pm.

Minutes respectfully submitted by Kristine Kavajecz