

**Minutes of the
Bayfield County Personnel Committee Meeting
3:00 PM, February 10, 2022
Meeting was Held Remotely through Microsoft Teams
and In Person in the Bayfield County Board Room**

Members Present: Dennis Pocernich, Tom Snilsberg (remote), Fred Strand, Marty Milanowski, Brett Rondeau

Others Present: Mark Abeles-Allison County Administrator, Kristine Kavajecz-Human Resources Director, Elizabeth Skulan-Human Services Director, Jim Crandall

Meeting called to order at 3:00pm by Chairman Rondeau

Approval of Minutes of January 6, 2021: *Motion Milanowski, Pocernich to approve minutes of the January 6, 2021 Personnel Committee meeting. Motion Carried (5-0)*

Public Comment: None received

Human Services CCS Staff Addition: Skulan provided an overview of the goals of the CCS program. The department currently has 2 Service Facilitators. The program is approximately 95% funded by the state. The cost to the county for an employee is approximately \$3,000. Case loads are currently warranting another Service Facilitator position, with additional cases anticipated. Normal caseload is 12-15 per Facilitator. There are currently 36 participants. The program previously had 2.5 staff persons. This was reduced during the pandemic as a result of reduced caseloads. There are currently an additional 10 referrals.

Motion Pocernich, Milanowski to authorize three full-time Service Facilitators. Motion Carried.

Human Services Staffing with changing demographics: Average age of residents in Bayfield County is 52. We are the oldest county in the state. Traditional service providers are struggling to provide services. The workforce shortage and complexities related to the pandemic have accelerated the need for services in the county. Skulan shared two stories of client situations and the difficult decisions being made by local providers, which then result in requests to the ADRC staff to fill the gap in services.

1. Reports

- a) Wage Assessment Update: Carlson-Dettmann continuing to work on the assessment. A presentation is expected at the next County Board meeting. Hoping for a final report in March.
- b) Human Resources Report: Review of the report included in the packet. Report that staff are feeling the pressures of the employment market, political climate and workloads as a result of reduced services in the community. Discussed non-traditional ideas that may help with recruitment and retention such as child care and flexible schedules.
- c) EAP Utilization in 2021: Review of a summary from the EAP provider on the number of contacts for 2021 and the types of contacts.

- d) Personnel Financial Report as of January 31, 2022:
- e) Strategic Planning

Motion Pocernich, Milanowski to enter into closed session pursuant to Wisconsin Statutes §19.85(1). Motion Carried (5-0) Entered closed session at 3:40pm.

Motion Milanowski, Strand to return to open session. Motion Carried (5-0). Returned to open session at 3:47pm

Meeting adjourned at 3:47pm. Minutes respectfully submitted by Kristine Kavajecz