

**Minutes of the  
Bayfield County Personnel Committee Meeting  
4:00 PM, March 4, 2021  
Meeting was Held Remotely through Microsoft Teams  
and In Person in the Bayfield County Board Room**

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

**Others Present:** Mark Abeles-Allison County Administrator, Kristine Kavajecz-Human Resources Director, Kathleen Haiden-Jail Administrator, Kim Mattson (remote)

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

**Approval of Minutes of February 4, 2021:** *Motion Strand, Milanowski to approve minutes of the February 4, 2021 Personnel Committee meeting. Motion Carried (5-0)*

**Public Comment:** None Received

**Revised COVID workplace policy:** Revised policy was reviewed by Kavajecz. The policy had been distributed to County Board Supervisors and county employees earlier in February. *Motion Strand, Milanowski to approve the revised COVID workplace policy as presented. Motion Carried (5-0)*

**Personnel Policy Section Review, discussion regarding Section IV. Employee Conduct, Performance Evaluation, Discipline and Separation From Employment.**

Abeles-Allison explained that the plan will be to review policies on a monthly basis and make clarifications and modifications. Specific items that generated discussion included: use of personal phones for work purposes or vice versa, frequency of driver license checks, parameters of the prohibited weapons policy, parameters of the gambling policy (committee members were not opposed to football boards, baby boards etc). Recommendation was made to discuss with IT what abilities the county would have to “wipe” county information, but not personal information if personal phones were allowed to be used. Recommendations for policy modifications will be made at a future meeting.

**Reports**

- a) **Human Resources Report:** Updates on recent hires not included on the printed report were shared: Lori Fibert-Lead Cook, Jordan Miller-PT Jailer, Abby Hood FT CCO
- b) **Personnel Financial Report for December 31, 2020:** Within budget for the year.
- c) **Personnel Financial Report for February 28, 2021:** Currently under budget for year to date figures.

*Motion Milanowski, Snilsberg to enter into closed session pursuant to Wisconsin Statutes §19.85(1)(c,e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises*

*responsibility: and deliberating or negotiating the purchase of public property, vesting of public funds or conducting other specified business whenever competitive or bargain reasons require a closed session.*

- i. Approve Closed Session Minutes of February 4, 2021*
- ii. "Old Sick Leave" bank payout clarification for management staff that were previously covered under a collective bargaining agreement.*

*Motion Carried (5-0 ). Entered closed session at 4:30pm. Haiden was permitted to remain in the closed session.*

*Motion Milanowski, Snilsberg to return to open session. Motion Carried. Return to open session at 4:56pm.*

*Meeting adjourned at 4:56pm*

*Minutes respectfully submitted by Kristine Kavajecz*