

1. April 29, 2020 Human Resources Committee Meeting Agenda

Documents:

[APRIL 29, 2020 HUMAN RESOURCES AGENDA.PDF](#)



Nancy Russell,  
County Board Chair

Jerry Grant,  
County Board Vice-Chair

**County Board Human Resources Committee  
MEETING NOTICE  
Wednesday, April 29, 2020  
3:30 PM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin**

**NOTICE: DUE TO THE CONTINUING PUBLIC HEALTH EMERGENCY,  
THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE ATTENDANCE  
BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance will be severely limited due to State imposed restrictions on group meeting sizes. **ALL INDIVIDUALS ARE STRONGLY ENCOURAGED TO WATCH THE MEETING STREAMING LIVE AT <https://mediasite.co.walworth.wi.us/Mediasite/Play/87d6ae22e9b644928f50a0d9cddf5f3b1d>**

Individuals wanting to provide a Public Comment can do so remotely by telephone, but must contact Nicole Hill at [NHill@co.walworth.wi.us](mailto:NHill@co.walworth.wi.us) or at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

*(Posted in compliance with Sec. 19.84, Wis. Stats.)*

*It is possible that a quorum of the county board or any of its other committees could be in attendance at this meeting.*

*Agenda enclosures are available upon request from the County Administrator's Office or on the County's web page ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)). The agenda packet, including supporting documents, may be large, depending upon the number of enclosures. Downloading it will require ample computer memory and may take significant time.*

## **A G E N D A**

***Note: all agenda items are subject to action.***

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
  - a) March 18, 2020 Human Resources Committee Meeting (encl. pp. 1-2)
6. Public comment period
7. Special Order of Business
  - a) Nominations and election of Chair of Human Resources Committee
  - b) Nominations and election of Vice Chair of Human Resources Committee
  - c) Role of the Human Resources Committee (encl. pp. 3-5)
8. New Business

- a) Resolution \*\*-05-20 Authorizing the Early Implementation of the Assistant Buyer Position in the Finance Department (encl. pp. 6-8)
- b) Resolution \*\*-50/20 Authorizing the Early Transition of the Property Lister Position from the Register of Deeds Office to the Treasurer’s Office (encl. pp. 9-11)
- c) Resolution \*\*-05/20 Authorizing the Addition of a Driver Position at Health and Human Services (encl. pp. 12-14)
- d) Resolution \*\*-05/20 Authorizing the Reclassification of the Assistant Nurse Manager Position to a Nurse Manager Position, the Reclassification of a CNA Position to a Nurse Manager Position and the Elimination of a CNA Position at the Lakeland Health Care Center (encl. pp. 15-19)
- e) Resolution \*\*-05/20 Authorizing the Reclassification of an Administrative Clerk III Position to an Accounting Clerk Position at Health and Human Services (encl. pp. 20-23)
- f) Discussion of State, Federal, or other consideration for COVID-related hazard or premium pay (encl. pp. 24-27)

**Reports/announcements by Chairperson**

**Set/confirm next meeting date and time**

- a) Human Resources - Wednesday, May 20, 2020 at 3:30 p.m.

**Adjournment of the Human Resources Committee**

Submitted by: Kate Bishop, Human Resources Director

Posted: April 23, 2020