

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, May 18, 2022
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Susan Pruessing called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Susan Pruessing; Vice-Chair Ryan Simons; and Supervisors Kathy Ingersoll, Joanne Laufenberg, and Kenneth Monroe. A quorum was declared.

Others in Attendance:

County Supervisors: Brian Holt

County Staff: Human Resources Director Kate Bishop; Director of Special Education Tracy Moate

On motion by Vice-Chair Simons, second by Supervisor Ingersoll, the agenda was approved with no withdrawals.

On motion by Supervisor Monroe, second by Vice-Chair Simons, the April 27, 2022 Human Resources Committee meeting minutes were approved.

Public Comment – There was none.

New Business

7a) Resolution No. **-06/22 Authorizing the Creation of a Nutrition Site Work Position and a Food and Nutrition Services Lead Position at Lakeland School

Human Resources Director Kate Bishop explained, the current food vendor for Lakeland School is discontinuing their services. After analysis, it has been determined the best course of action is to perform the food service in-house. Director of Special Education Tracy Moate is requesting the addition of a Nutrition Site Worker and a Food and Nutrition Services Lead position in order to perform this service within the school. The cost of these two position for 2022 will be \$29,489 which will be absorbed by the vacant Deputy Director of Special Education position, and the annual cost of \$87,973 will be built into the 2023 budget. The cost of the food itself will be shared with Lakeland Health Care Center and there will be a collaboration of menu planning to provide predictability for students and cost savings. Moate provided further explanation regarding this decision. Discussion followed. **Supervisor Monroe offered a motion, second by Supervisor Ingersoll, to approve the Resolution Authorizing the Creation of a Nutrition Site Worker Position and a Food and Nutrition Services Lead Position at Lakeland School. Motion carried 4-0.**

Reports

8a) Report on Ord. No. 1255-11/21 – Continuing Limited-Term, Human Resources-Related Special Authority to Enable Continued Response to and Management of Operations During the COVID-19 Pandemic by Extending Certain Authorization as Previously Approved

Bishop stated there is nothing to report.

Discussion ensued regarding Supervisor Laufenberg's absence during the vote on Item 7a) Resolution No. **-06/22 Authorizing the Creation of a Nutrition Site Work Position and a Food and Nutrition Services Lead Position at Lakeland School. Laufenberg stated her vote would have been aye had she been present.

Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, June 22, 2022 at 3:30 p.m.

Adjournment

On motion and second by Supervisor Monroe and Supervisor Ingersoll, Chair Pruessing adjourned the meeting at 3:48 p.m.

Submitted by Lindsey Ross, Administrative Assistant. Meeting minutes were approved by the Human Resources Committee at the June 22, 2022 meeting.