Chair Tim Brellenthin called the meeting to order at 5:40 p.m.

Roll call was conducted and all members were present: Chair Tim Brellenthin, Vice Chair Ken Monroe, and Supervisors Kathy Ingersoll, Susan Pruessing and Rick Stacey. A quorum was declared.

Others in Attendance
County Board Supervisors:  County Board Chair Nancy Russell, and Supervisors Jerry Grant, Dan Kilkenny, William Norem, Charlene Staples and David Weber
County staff:  County Administrator David Bretl; Human Resources Director Kate Bishop; Finance Director Jessica Conley; Undersheriff Kevin Williams; Lakeland Health Care Center Administrator Timothy Peek; Comptroller Todd Paprocki; Budget Manager Stacie Johnson; County Clerk Kim Bushey

Supervisor Ingersoll made a motion, seconded by Supervisor Pruessing, to approve the agenda as presented. Motion carried by voice vote.

Vice Chair Monroe made a motion, seconded by Supervisor Stacey, to approve the October 16, 2019 Human Resources Committee meeting minutes. Motion carried by voice vote.

Public comment – There was none.

New Business
- Reclassification of Sheriff’s Office Business Office Supervisor
  Human Resources Director Kate Bishop distributed a revised Resolution with changes to the budget and fiscal impact section. County Administrator David Bretl reported the former long-term Business Office Supervisor has left the County for another position. Bishop, Finance Department and Sheriff’s Office staff met to evaluate the vacated position, and agreed that some accounting duties should be transferred to the Finance Department and the pay range for the position moved from 15M to 14M. The reclassification will produce savings of $8,944 in 2019, and future annual savings of $20,163. Supervisor Stacey made a motion, seconded by Vice Chair Monroe, to recommend approval of the reclassification of the Sheriff’s Office Business Office Supervisor position. Motion carried 5-0.

Reports/announcements by Chair – There were none.

Confirmation of next meeting:  Wednesday, November 20, 2019 at 3:30 p.m.

Adjournment
On motion by Vice Chair Monroe, seconded by Supervisor Stacey, Chair Brellenthin adjourned the meeting at 5:44 p.m.

Submitted by Becky Bechtel, Administrative Assistant. Meeting minutes were approved by the Committee on November 20, 2019.