

Administration & Personnel Committee  
November 13, 2018

Present: Mark Halverson, Sharon Folcey, Cedric Schnitzler, Mary Von Ruden (9:11 am)

Absent: Pete Peterson

Others: Jim Bialecki, Ed Smudde, Pam Pipkin, Andy Kaftan, John Mehtala

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Vice Chair Sharon Folcey.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, December 11, 2018 at 9:00 a.m. in the Monroe County Highway Department.
- Minutes Approval – Motion by Mark Halverson, second by Cedric Schnitzler to approve the 10/09/18 minutes. Carried 3-0.
- County Administrator Recruitment Process Update – Date of interviews selected 12/6/2018, reminder the day before for candidates and committee.
- Information Systems Director Report – John Mehtala gave report, discussing the doors, surveillance equipment and the wiring in the courtrooms and issues they have encountered. Also, stated that all Human Services staff will be moved in on 11/28/18.

*Mary Von Ruden arrived at 9:11 AM*

- Personnel
  - a. Ed Smudde provided the monthly Personnel Director's Report - Discussion on Health Insurance Meetings, employee engagement survey and recruitment for a number of positions and departments.
  - b. Line Item Transfer – Ed Smudde said he needs to post pone until December.
- Jim Bialecki provided the Monthly Administrators Report.
  - o Summary on purchasing a building for Land Conservation and the details needed yet before finalized. Also, discussed rezoning of K Street property and ADRC/Health Building. Jim plans to meet with Steve Peterson regarding the contract for economic development for 2019.
- Items for next month's agenda – IS Director Report on updates of discussion today, Personnel – Line Item Transfer, Economic Development – January, Modifications of County Board Rules review
- Motion by Mary Von Ruden second by Mark Halverson to adjourn the meeting at 10:11 a.m. Carried 4-0.

Ed Smudde, Personnel Director  
Recorder