

**Meeting Minutes of
Lincoln County Personnel Committee
Thursday, January 9, 2014 8:00 a.m.
Lincoln County Service Center – Room 248**

MEMBERS PRESENT: Dan Caylor, Frank Saal, Patsy Woller, Don Nelson, and Greta Rusch

MEMBERS NOT PRESENT:

VISITORS: Randy Scholz, Jerry Jagmin, Mike Nelson, and Jeff Jaeger

1. **Call Meeting to Order:** Chair Caylor called the meeting to order at 8:00 a.m.
2. **Approve Minutes of Previous Meeting(s):** Motion by Woller, Second by Saal to approve minutes from last meeting. All ayes.
3. **Request to Fill Authorized Position(s):**
 - a. Sheriff's Office – Deputy: Sheriff Jeff Jaeger explained the reasons to replace the Deputy. Motion by Nelson, Second by Woller to fill position. All ayes.
The Committee moved to C.
 - c. Social Services Department – Fiscal Information Specialist II: Mike Nelson, Social Services Director, explained the reasons to fill the position. Motion by Saal, second by Rusch to fill position. All ayes.
The Committee moved back to B.
 - b. Highway Department – Highway/Forestry Worker: Jerry Jagmin, Highway Commissioner, explained the reasons to fill this position which is shared with Forestry. Motion by Nelson, second by Woller. All ayes.
4. **Request for New Position(s)**
 - a. Social Services Department - Combining Part-Time Secretary Receptionist and Energy Assistant Position into one Full-Time Position: Mike Nelson, Social Services Director, explained that instead of two part-time positions, he would like one fulltime position to reduce turnover and having to train new employees. Nelson explained that there would not be a fiscal impact, because the Energy Assistant Position is funded 100% by the State and his department has state allocation to fund the other portion of the position. Motion by Rusch, Second by Woller to create position. All ayes.
5. **Recruitment and Retention of County Employees:** The committee and administration have noted a growing trend of employees resigning to take positions offering higher pay and benefits and/or better working conditions. The impact on county operations and institutional memory is troubling. Scholz indicated that stopping this trend will need to be an ongoing conversation and he and the committee agreed there are no easy solutions. Scholz will inform the committee of specific areas of concern as he becomes aware of them and come up with recommendations. No action taken.
6. **Administrative Coordinator's report:** Scholz went over his report and it was placed on file.
7. **Set next meeting date(s):** February 3, 2014 and March 3, 2014
8. **Adjourn:** Motion by Nelson, second by Saal to adjourn at approximately 8:20 am. All ayes.