

**Meeting Minutes of
Lincoln County Personnel Committee
Monday, October 5, 2015, 8:00 a.m.
Lincoln County Service Center – Room 248**

MEMBERS PRESENT: Dan Caylor, Curtis Powell, Patsy Woller, Greta Rusch, and Julie Allen

MEMBERS NOT PRESENT:

VISITORS: Randy Scholz, Mike VanDeWeerd, and Renee Krueger

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 Rusch to approve the minutes from the previous meeting on September 14, 2015. All ayes.
3. **Request to fill authorized position(s):**
 - a. Land Services Department – Zoning Program Manager: Administrative Coordinator Scholz informed that the committee that the Land Services Committee appointed Matt Bremer as the Land Services Administrator pending the approval of the County Board, which in turn, would vacate the Zoning Program Manager position. Scholz is looking for permission to fill this position after the Land Services Administrator Position is approved by the County Board. This will speed up the process for filling the Zoning Program Manager position. Motion by Powell, second by Allen to move forward with this hiring after the County Board’s approval of the appointment. All ayes.
4. **Request to fill new position(s):**
 - a. Social Services – Social Worker: Director of Social Services, Renee Krueger, informed the committee of a need for another social worker due to the current workload and the case load carried by the current social workers. Administrative Coordinator Scholz indicated that this is an area that needs attention, and he was looking to add a social worker’s position if the budget would allow for one. Scholz and Finance Director Leydet have balanced the budget with this position included. Scholz indicated after working in the Social Services Department for a few months, he also recognized a need for the position due to the workload. Motion by Woller, Second by Powell to approve hiring another Social Worker and move forward to the County Board for their approval. All ayes.
5. **Highway Department Work Schedule:**
 - a. Changing to 10 hour day, four day work week all year: Commissioner VanDeWeerd informed the committee of the proposal and explained potential savings. He indicated that the Highway committee approved it. He needs to report back to them over the next two years, starting in June 2016, with financial impact reports. The committee was in favor of the changes with the requirement of the Highway Committee to receive reports over the next two years. Motion by Woller, Second by Rusch to approve the new work schedule. All ayes.
6. **Administrative Coordinator’s report:** Report placed on file.
7. **Set Next Meeting Dates:** November 2, 2015 and December 7, 2015
8. **Adjourn:** Motion by Powell, Second by Allen to adjourn at 8:25 a.m. All ayes.