

Buffalo County Minutes

Committee/Board: Joint Human Resources Committee & Law Enforcement Committee

Date of Meeting: Tuesday, October 23, 2018

Electronic and Hard Copy Filing Date: Thursday, October 25, 2018

Mr. Larry Grisen called the meeting to order at 9:00 a.m.

Board Members Present: Mr. Larry Grisen, Mr. Michael Taylor, Mr. Donald Hillert, Mr. Bernard Brunkow, Mr. Nathan Nelson, Mr. John Kriesel, Mr. Scott Smith, and Mr. Dennis Bork.

Others Present for All or Parts of the Meeting: Ms. Roxann Halverson, Ms. Sonya Hansen, Ms. Brenda Creighton, Ms. Diane Mikelson, and Sheriff Mike Schmidtknecht.

Public Comments Regarding Posted Agenda Items: None.

The Committee may go into Closed Session for Review of Personnel: Mr. Grisen made a motion to go into closed session, seconded by Mr. Taylor. Mr. Grisen-yes, Mr. Taylor-yes, Mr. Hillert-yes, Mr. Brunkow-yes, Mr. Smith –yes, Mr. Bork –yes, Mr. Kriesel –yes, and Mr. Nelson-yes. Carried.

The Committee may return to Open Session: Mr. Grisen made a motion to return to open session, seconded by Mr. Hillert. Mr. Grisen-yes, Mr. Taylor-yes, Mr. Hillert-yes, Mr. Brunkow-yes, Mr. Smith –yes, Mr. Bork –yes, Mr. Kriesel –yes, and Mr. Nelson-yes. Carried.

Review/Discussion/Action regarding Establishing Measureable Criteria to Determine the Renewal of a Deputy Position and a Communications/Corrections Officer Position: Mr. Grisen explained there needs to be a way to show why a position is needed. The Administration Office created a form a department would complete to show the following criteria:

- Justification for the position;
- Measureable goals for the position;
- Overtime costs prior to the position and following one year of the new position;
- Reduction in staff turnover;
- Additional work completed;
- Improvements to the department;

This form will be used by all departments in the creation of positions. Ms. Hansen will review the form with Department Managers at the meeting on Thursday.

Adjournment: Mr. Hillert made a motion to adjourn at 10:10 a.m., seconded by Mr. Taylor. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk