



Kewaunee County
EXECUTIVE COMMITTEE MEETING

AGENDA

May 9, 2022 6:00 p.m., County Board Room
County Administration Building, 810 Lincoln Street, Kewaunee

1. Call to Order
2. Roll Call
3. Approve May 9, 2022 Agenda
4. Approval of April 4, 2022 Minutes
5. Public Comment
6. IT Department Report
7. Administrator's Report
 - a. Personnel Report
 - b. Approval Child Support Specialist Wage (above midpoint)
 - c. Report on Employee recruitments (Corporation Counsel, Clerk of Courts Assistant, Human Services Director)
8. Review of Committee Duties
9. Next Meeting:
10. Adjournment

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.



Kewaunee County
EXECUTIVE COMMITTEE MEETING
MINUTES

April 4, 2022 6:00 p.m., County Board Room
County Administration Building, 810 Lincoln Street, Kewaunee

Call to Order: Chair Olson called the meeting to order at 6:00 p.m.

Roll Call: Members Present – Dan Olson, Gary Paape, Linda Teske, Tom Romdenne, Scott Jahnke, Aaron Augustian, Kim Kroll, Virginia Haske. Members Excused – John Mastalir. Others Present – Becky Deterville, Milt Swagel, Jeff Wisnicky, Scott Feldt, Tracy Nollenberg, Tammy Malach.

Approve April 4, 2022 Agenda: Paape moved, Jahnke seconded to approve the agenda. Motion carried.

Approval of March 7, 2022 Minutes: Augustian moved, Kroll seconded to approve the March 7, 2022 minutes. Motion carried.

Public Comment: None.

Administrator's Report

Personnel Report: Feldt reviewed the personnel report with the committee. Feldt expressed difficulty in recruiting for a number of positions. No questions.

Staff Recruitment Issues: Feldt informed the committee that the ability to recruit employees to fill position vacancies has become challenging. Feldt gave a brief summary of vacancies in the Clerk of Courts office, Child Support office, Emergency Management Department, and other departments. Candidates have been offered the position only to have those candidates turn down the offer, or use the offer to negotiate with their employer for a higher wage. Deterville provide information as to the difficulties in her office. They have gone through two separate job postings which resulted in three different job offers, all to be turned down. Deterville commented that she would like to rename the job title and duties to better reflect what the employee does and increase the wage of the vacant position as well as for the current deputy clerk. Nollenberg informed the committee that the assistant position in her office has been vacant since mid-February. Candidates have cancelled or rescheduled job interviews. Feldt asked the committee how the county should address the issue. Discussion followed as to the wage request. Concern was raised as to granting a wage increase outside of the normal budget process. If a change is made in one department, it will likely trigger requests from several other departments. More discussion followed regarding wages and other county compensation (benefits) and how they compare to other Kewaunee County employers. Feldt stated that the issue of employee wages is something that the committee and the County Board will need to address. The committee asked Feldt to bring additional information to the committee regarding wages, staffing levels and employee benefits. Feldt indicated that his intention is to bring information to the committee each month as we move towards preparation of next year's budget. The committee agreed to review and discuss additional information.

Next Meeting: May 9, 2022, at 6:00 p.m.



Adjournment: Paape moved, Teske seconded to adjourn the meeting. Motion carried. Meeting adjourned at 6:31 p.m.

KEWAUNEE COUNTY
PERSONNEL REPORT
MAY 9, 2022



Scott Feldt
County Administrator

Hire		
Linda Bukouricz	Child Support Specialist	April 11
Solomon Yang	Radio Operator	April 24
Brittany Kartheiser	Social Worker – Children & Family	May 9
Lindsey Jennerjohn	Comprehensive Community Services Facilitator	May 9
Luke Michalski	Highway Worker	June 6

Resignation		
Angela Hoeffner	Jail Cook	May 12

Recruitment

- Child Support Specialist – reviewing background
- Clerk of Court Assistant – advertising at this time
- Emergency Management Assistant – interviews scheduled
- Radio Operator/Jailer – testing is scheduled
- Summer Temporary Help Parks/Highway – advertising

Kewaunee County Is An Equal Opportunity Employer

Kewaunee County
 810 Lincoln Street
 Kewaunee, WI 54216

PHONE (920) 388-7164
 FAX (920) 388-7195
www.kewauneeco.org