



PERSONNEL COMMITTEE MINUTES

June 14, 2021

8:30 AM

VIRTUAL MEETING
VIA GO TO MEETING

Staff Present: Commissioner Brad Anderson, Commissioner Jason Majerus, Scott Arneson, Melissa Cushing, Tammy McCulloch, Alyson Kloeckner, Nina Arneson, Nathan Pelz, Greg Isakson, Jess Greenwood, Andrea Benck, Briggs Tople, Caller 03 (unknown).

VIRTUAL MEETING NOTICE "Due to concerns surrounding the spread of COVID-19, it has been determined that in-person meetings or meetings conducted under Minn. Stat. 13D.02 are not practical or prudent. Therefore, meetings that are governed by Open Meeting Law will temporarily be conducted by telephone or other electronic means pursuant to Minn. Stat. 13D.021." "The Goodhue County Personnel Committee will be conducting a meeting pursuant to this section on June 14, 2021 at 8:30 AM. The Personnel Committee members and presenters attending will appear by telephone or other electronic means. The public may monitor the meeting from a remote site by logging into <https://global.gotomeeting.com/join/270052845> or calling [1 866 899 4679](tel:18668994679) any time during the meeting." Access Code: 270-052-845

PUBLIC WORKS: Job Description Changes.

Greg Isakson brought forth a request to change job descriptions from Project Engineer to Project Manager (similar to Project Engineer but without the degree) with intent to hire a current employee. He also brought forth a proposal to create a new position Graduate Engineer. Learning tasks of Assistant County Engineer with succession planning in mind.

Public Works gave a presentation at a Committee of the Whole Meeting on 04 Aug 20 concerning the Department's Work Load and Succession Planning. One of the results of that discussion was the addition of a Project Engineer to the Department's staff. Request to change the Project Engineer position to a Project Manager position which would require an internal posting. In addition, a new position would be created for a Graduate Engineer.

Commissioner Majerus supports both of these items.

Commission Anderson is ok with them as well. Looking forward think about creating positions to keep good employees.

C/ Anderson & C/ Majerus recommend moving forward.

4H EXTENSION: Request to Add.

Nate Pelz proposed adding a .75 4-H Youth Development Extension Educator position. Adding addition staff will help the program continue to grow. Current MOA goes through the end of 2021. Next agreement would be from 2022 – 2024. University hired position. The additional costs to the County will be \$57,711.75 and the County will be invoiced quarterly by the University. Position will start January 1, 2022

Commissioner Majerus supports moving out of Personnel Committee.

Commissioner Anderson supports moving to Board.

C/ Anderson & C/ Majerus recommend moving forward.



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HEALTH AND HUMAN SERVICES: Requests.

REPLACEMENT - Fiscal Officer.

Nina Arneson proposes to replace retiring Fiscal Officer with Accounting Supervisor. Plan for smoother succession transition. This posting would be for internal and external candidates which would include back filling immediately if internal. Request to hire up to step 6.

Commissioner Majerus supports this.

Commissioner Anderson supports this too.

C/ Anderson & C/ Majerus recommend moving forward.

HHS – Personnel Request Memo.

Nina Arneson advises the following 4 positions will not add to county levy.

NEW - School Attendance Specialist.

Nina Arneson proposes adding School Attendance Specialist. County agency social worker for external and internal candidates with the intention of backfilling if internal. No additional costs to the county.

Commissioner Majerus does not support this at all.

Commissioner Anderson supports moving forward.

C/ Anderson & C/ Majerus have a split vote.

NEW - Housing Resource Specialist.

Nina Arneson proposes hiring a new Housing Resource Specialist which would be fully grant funded. Once the grant is done, the position is done which would be between 2 to 5 years. Hire at step 1 or 2 internal or external with backfill accordingly.

Commissioner Majerus doesn't support this.

Commissioner Anderson does support this.

C/ Anderson & C/ Majerus have a split vote.



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NEW - Waiver Nurse or Care Coordinator.

Nina Arneson proposes creating new Waiver Nurse position. This is in relation to the increased caseloads and more help needed. Hire on step 1 or 2 internal or external with backfill if internal. No increase in county levy and they would be able to work within budget.

Commissioner Majerus does not support hiring a new position.

Commissioner Anderson is in support.

C/ Anderson & C/ Majerus have a split vote.

REPLACEMENT - Waiver Nurse or Care Coordinator.

Nina Arneson proposes replacing Waiver Nurse retiring in Nov 21. HHS would like to replace and train as quickly as possible. Hire at step 1 or 2 with internal or external with backfill if internal. Cost savings.

Commissioner Majerus is in support of this.

Commissioner Anderson is in support of this.

C/ Anderson & C/ Majerus recommend moving forward to the Health and Human Services Board tomorrow.

Adjourned at 9:21am.