

# LANGLADE COUNTY

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## AGENDA

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**Committee:** PERSONNEL COMMITTEE  
**Date:** Wednesday, October 7, 2020  
**Time:** 3:00 PM  
**Location:** County Board Room, lower level of the Safety Building

**The Committee may discuss and take action on any of the agenda items listed below:**

*As a courtesy to other, please silence cell phones and please notify the Chairman if you intend to record this meeting.*

1. Call the meeting to order, approximately 3:00 p.m.
2. Conduct Roll Call.
3. Recite the Pledge of Allegiance.
4. Approve previous meeting minutes of September 2, 2020 Personnel Committee Meeting.
5. Public comment on agenda items and consideration of requests for items to be added to future meeting agendas.
6. Update on Health Insurance.
7. Timeline and process for proposed Employee Handbook changes.
8. Update on re-assignment duties of Human Resources Director while position remains vacant.
9. Review policy options for addressing substantial changes to job duties (compensation for temporary and permanent work assignments).
10. Discuss and review requests to fill the following vacant positions:
  - County Manager: County Board appointed Interim County Manager and referred recruitment and selection to a County Manager Work Group
  - Human Resources Director: Work has been temporarily reassigned to other existing positions and the study of the County's HR needs has been referred to the County Manager Work Group
  - Deputy Clerk of Court: Full-Time
  - Deputy Clerk of Court: Part-Time
  - Corrections Officer(s)
  - Public Health Officer
  - Land Conservationist
  - Building Maintenance Worker
  - Highway Worker
11. Review request to create and fill new combined position of Maintenance/Forestry Office Assistant
12. Discuss proposed policy to payout 70 hours of PTO for positions providing services to prevent the spread of COVID-19 and due to work demands are unable to use PTO; and eligibility for payout of PTO

