Minutes of the May 11th meeting of the Sawyer County Administration Committee Of the Sawyer County Board of Supervisors Assembly Room; Sawyer County



Voting Committee Members (X) Present:	Others Present:	
Chair: Tweed Shuman	Andy Albarado	Linda Zillmer
☐ Vice Chair: Ron Buckholtz - Excused	Lynn Fitch	Mike Coleson
☐ Tom Duffy @ 10:06 am	Nicole Clapero	
□ Ron Kinsley	Rose Lillyroot	
□ Dale Schleeter		

Call to Order - Chair Shuman called the meeting to order at 10:05 am.

Certification of Compliance with the open meeting law was met. Roll Call taken; quorum was met.

Meeting Agenda -

Public Comments - Linda Zillmer

Minutes from the previous meeting dated: April 13, 2023

Motion to approve made by: Mr. Duffy Second by: Mr. Kinsley

Motion carried without negative vote.

Veterans Service Department Report -

A written report was provided. Ms. Clapero represented Mr. Elliott; she reviewed the highlights of the department report and the department budget. She is undergoing training at this time.

Information Technology Department Report -

Mr. Coleson provided an update of the availability of the new Board Room.

Human Resources Report -

A written report was provided. Ms. Lillyroot reported that they have been successful in filling positions and they have an offer out for one of the CPS caseworker positions and one has already been hired.

County Clerk Department Report -

A written report was provided. The April Spring election is officially closed out and activity at the County Clerks' customer counter is picking up for work permits and marriage licenses.

Second Courtroom Update -

Mr. Albarado was available for questions on the remodeling project overview that he provided at the Finance Committee meeting. The full report and borrowing resolution will be on the May County Board agenda.

County Administrator's Report -

Mr. Albarado reviewed a list of retirements and new hires, including an interim Public Health Officer in Julie McCallum. Some redesign of staffing is also underway in various department, including Land Conservation and CPS. Training is ongoing in numerous departments. He reviewed the purpose of the proposed TRC ad hoc committee for temporary rooming house policies. Mr. Albarado completed a tour with the Highway Department review the eight miles of planned road repair. The land sale items are now available on the auction site. Wage negotiations for the Sheriff's Department remains ongoing. A proposal to engage non-supervisory staff through the generation of new ideas that could result in earning a shared incentive was shared.

Future Agenda Items

Employee Policy Updates

Correspondence, reports from conferences and meetings

Adjournment – 10:53

Next Meeting: June 8, 2023 Time: 10:00 am Location: Board Room

Minutes recorded by Lynn Fitch, County Clerk

