

On Tuesday, January 16, 2018, at 8:30 a.m., Personnel Chairperson Patti Peretto called the meeting to order. The meeting was held in the Board of Commissioners' Room, in the Courthouse Annex. The Pledge of Allegiance was recited. Roll call was taken with the following members present: Committee member Sharon Leonoff, Personnel Chairperson Patti Peretto. Excused absence committee member Tim Aho.

Also present: Administrator Gene Smith, Administrative Assistant Lynette Lorenz, Lt. Ryan Boehmke, Sheriff Mark Valesano, Court Administrator/Court Reporter Lori Willman, Undersheriff Tom Courchaine, Administrative Assistant Mary Dalpra, FOC Heidi Vanslooten, Courthouse and Grounds Director John Lortie and Clerk/Register Joetta Greig.

Peretto called for public comment, three times, regarding agenda items only. No comments voiced.

**New Business**

Discussion and possible action on Personnel Manual for Appointed Officials. A letter from Judge Schwedler was addressed. Peretto recommended Administrator Smith sit down and talk to the Judge. There was much discussion on personal time off (PTO), Family Medical Leave Act (FMLA), the sick bank currently in place, and funeral leave. Appointed officials and department heads mentioned concerns for the employees losing time off. Many good points were made.

Moved by Leonoff, supported by Peretto to instruct Administrator Smith to continue developing this manual and bring to the full board in March. Voice vote, motion carried.

Chairperson Peretto thanked everyone for their input.

Moved by Leonoff, supported by Peretto to adjourn. All in favor, meeting adjourned at 9:30 a.m.

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Chairperson Patti Peretto

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Clerk/Register Joetta Greig