

**MADISON COUNTY  
PERSONNEL AND LABOR RELATIONS COMMITTEE**

Monday, June 7, 2021 at 4:00 P.M.

Administration Building Suite 145

**PRESENT:** E. Harriss, R. Pollard, J. Foster, C. Guy, V. Valentine, D. Gray,  
D. Wienhardt.

**ABSENT:** None.

**OTHERS:** A. Esping, J. Thompson, A. Schoeberle, C. Edwards, C. Doucleff,  
J. Kuhn, M. Bold, M. Whalen, C. Lignoul and L. Ogden.

Ms. Harriss presented April meeting minutes. **MINUTES ADOPTED.**

**PUBLIC COMMENT: None**

Updated job descriptions

- a) Zoning Assistant – Building & Zoning Department
- b) Resource Management Coordinator – Building & Zoning Department
- c) Zoning Coordinator – Building & Zoning Department
- d) Lead Craftsman – SSA#1 Department
- e) Craftsman IV – SSA#1 Department
- f) Craftsman – SSA#1 Department

Mr. Foster moved, seconded by Ms. Wienhardt **MOTION CARRIED** to Approve updated job descriptions.

**NEW BUSINESS: None**

**OLD BUSINESS:** Mr. Esping updated Committee with Personnel Handbook status.  
Ms. Schoeberle updated Committee of Fraudulent Unemployment claims.

**ADJOURN:**

Mr. Foster moved, seconded by Mr. Gray to Adjourn. **MOTION CARRIED.**

/lko