



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: 1/3/2017

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

Submitted by: Bobbie Danielson <i>Bobbie Danielson</i>	Department: Administration/HR
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Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed:
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Summary of Issue:

See attached

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to authorize Mark Wedel, Anne Marcotte, Patrick Wussow, Bobbie Danielson, and Liz DeRuyck to serve as the interview panel for the HHS Director position, and Interim County Administrator Wussow to make a conditional job offer to the top finalist.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ See attachments.

Is this budgeted? Yes No *Please Explain:*

This is a budgeted position. The offer will be made within budget.

AITKIN COUNTY HUMAN RESOURCES

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To: Aitkin County Commissioners
Patrick Wussow, Interim County Administrator

From: Bobbie Danielson, HR Director

Date: December 28, 2016



Subject: Personnel Committee Recommendations

Recommendations

The Personnel Committee met on December 28, 2016 and unanimously recommends the following:

1. **County Administrator Recruitment** - Input from Department Heads was received at today's Personnel Committee meeting. This recruitment process is currently suspended until after the holidays. The Personnel Committee will meet again in January 2017 to discuss options.
2. **HHS Director Recruitment** - The Personnel Policy indicates County Board representative(s) may participate in the interview portion of the hiring process if the opening is for a Department Head position. (MN Statute 402.05 indicates each human services board shall appoint a Director, who shall serve at the pleasure of the human services board.) The Personnel Committee recommends the following interview panel for this position: Mark Wedel, Anne Marcotte, Patrick Wussow, Bobbie Danielson, and Liz DeRuyck, with interviews to be held during the week of January 9, 2017.

Action Requested

Motion to authorize Mark Wedel, Anne Marcotte, Patrick Wussow, Bobbie Danielson, and Liz DeRuyck to serve as the interview panel for the HHS Director position, and Interim County Administrator Wussow to make a conditional job offer to the top finalist. (Following acceptance of the conditional job offer, the HR Office will conduct a thorough employment reference and criminal background check and report findings to the interview panel. Provided all results are satisfactory, the Board will then be asked for final approval, and a start date will be arranged with the selected candidate.)