

**MARATHON COUNTY CIVIL SERVICE COMMISSION  
MEETING MINUTES**

Employee Resources Conference Room – Marathon County Courthouse  
March 21, 2022, at 12:00 p.m. – 3:00 p.m.

<b>Members</b>	<b>Present</b>	<b>Absent</b>
Kelly Zagrzebski, Chair	X	
Ann Werth, Vice Chair		X-Excused
Dave Piehler, Secretary	X	
Roger Luce	X	
Kelly Hladovcak	X	

STAFF/GUESTS: Sheriff Parks, Chief Billeb, Captain Millhausen, Roger Zimmermann, Molly Adzic, Sue Fox

1. **Call to Order and Roll Call:** The meeting was called to order by Chair Zagrzebski at 12:00 p.m. Roll call was taken as indicated above. Meeting was kicked off by recognizing Roger Zimmermann for his dedicated service to the Marathon Civil Service Commission. Sheriff Parks presented an award and well wishes for Roger were exchanged.
2. Public Comment Period: None
3. **Approval of the February 23, Civil Service Commission Meeting Minutes:** Motion by Luce, second by Zagrzebski to approve the minutes. Motion carried unanimously.
4. Operational Function required by Statute, Ordinance, or Resolution:
  - a. Review CSC Rules & Take Action – Piehler made the motion to adopt and publish the Civil Service Rules as presented at the meeting on February 23, 2022. Motion was second by Hladovcak. Motion carried unanimously. Appreciation was extended to committee members and especially to Dave Piehler for his extensive work and persistence in developing the rules.
  - b. Discussion of future eligibility lists – With the upcoming election for Sheriff we anticipate the need for several eligibility lists to be created later this fall. The Commission may need to establish eligibility lists for Captain, Lieutenant, Detective and Deputy. We will target August/September to meet to draft the timeline for these recruitments. Additional conversation took place about identifying the division where vacancies exist when posting vacancies. This would allow candidates to identify their preference for advancement opportunities. More discussion in the early fall.
5. Educational Presentation/Discussion:

Tour of Sheriff Department / Facilities: Jail, Dispatch Center, and Training Resource Center: The Sheriff's Office did an incredible job of touring members thru the adult jail and dispatch center. This was followed by a visit to the Training Resource Center out on 72<sup>nd</sup> Ave. At the TRC, staff provided an overview of the special teams the Sheriff's office supports and offers staff the opportunity to participate in. They provided demonstrations of equipment and training needed for each team and described the types of incidents that they are called out on. The tour wrapped up with a demonstration by Deputy D'Acquisto and his K9, Monty. The Commissioners were very impressed with all of the demonstrations and were grateful for the opportunity to meet staff, see the facilities, and gain a better understanding of the Marathon County Sheriff's Office.

*A huge thank you to everyone that made our tour excellent, totally exceeded my expectations. I have always been impressed by the integrity, teamwork, and honor I personally saw in the department but yesterday put my thoughts in super charge. Thank you to everyone that took the time to meet with us and help us best understand all aspects of the Marathon County Sheriff's Office. – Kelly Zagrzebski*

6. Announcements: None
7. Adjourn. Motion by Piehler, second by Luce to adjourn. Motion carried unanimously. Meeting adjourned at 4:20 p.m.

Minutes prepared by Sue Fox, Human Resource Analyst