



**MARATHON COUNTY
CIVIL SERVICE COMMISSION**

AGENDA

Date & Time of Meeting: **October 21, 2022, at 1:00 p.m. – 3:00 p.m.**

Meeting Location: Marathon County Courthouse and Sheriff Facilities
Assembly Room – New Location
500 Forest Street, Wausau WI

Committee Members: Kelly Zagrzebski, Chair; Ann Werth, Vice-Chair; Dave Piehler - Secretary, Roger Luce, Kelly Hladovcak

Marathon County Mission Statement: *Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

Agenda Items

1. Call Meeting to Order. Roll call of committee members
2. Public Comment Period
3. Approval of the March 21, 2022, Civil Service Commission meeting minutes
4. Educational Presentation/Discussion:
 - a. Staff/Hiring Update
 - b. Introduction To New Deputies
 - i. Name
 - ii. Hire Date
 - iii. Background – from a different department or out of school
 - iv. Reason for coming to Marathon County
 - v. Questions for the Commission
 - c. Detective Bureau Tour
5. Operational Function required by Statute, Ordinance, or Resolution:
 - a. Discussion of specific eligibility lists finalize process for each
 - i. Detective – List ready by November 18, 2022
 - ii. Lieutenant - List ready by December 22, 2022
 - iii. Captain – List ready by January 23, 2023 ** Reminder New Posting Strategy, now posting is based on location that has a Captain vacancy.
 - iv. Chief Deputy – List ready by January 9, 2023
6. Announcements:
7. Adjourn:

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at (715) 261-1500 one business day before the meeting.

SIGNED: /s/ Dave Piehler / Sue Fox
Presiding Officer or Designee

This agenda was faxed to the Wausau Daily Herald, City Pages & other media groups

on _____ at _____ by _____

This notice was posted at the Marathon County Courthouse on _____

at _____ by _____

**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.

Members	Present	Absent
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 72nd 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