

PERSONNEL COMMITTEE MEETING
April 23, 2015

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 5:00 PM on Thursday, April 23, 2015 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Joe Gonyo
Paul Schwandt (5:02)
Sue Wendt
Maureen Schweder
Harley Reabe

Also Present: Marge Bostelmann, County Clerk
Amy Brooks, Highway Commissioner
Sheriff Podoll
Joy Waterbury, Supervisor
Dan Sondalle, Corporation Counsel
Mark Putzke, Chief Deputy
Lori Evans, Sheriff's Department
Amy Thoma, Clerk of Courts

AGENDA

Motion/second (Reabe/Wendt) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Schweder/Wendt) to approve the minutes of March 17th March 18th and March 19th, 2015 as presented. Motion carried.

CORRESPONDENCE – None

APPEARANCE – None

JOB DESCRIPTIONS – None

FILL VACANT POSITIONS – None

VOLUNTARY UNPAID LEAVE

Dissing requested unpaid leave for an employee who has not been here a year and is not eligible for FMLA. The employee is requesting maternity leave for 6 to 8 weeks.

Motion/second(Reabe/Schweder) to approve the unpaid maternity leave for 6 to 8 weeks. Motion carried.

RISE LEADERSHIP CONTINUING TRAINING

Contract presented. Sondalle suggested that the cost of mileage be split as it was in the previous contract and that a completion date of May 2016 be added.

Motion/second(Wendt/Schweder) to approve the contract with the two changes recommended by Corporation Counsel to split the mileage costs and provide an end date of May 2016. Motion carried.

RESOLUTIONS/ORDINANCES – None

MONTHLY VOUCHERS

RISE Leadership Training \$9,100.86

Motion/second(Schwandt/Reabe) to approve the voucher as presented. Motion carried.

CLERK'S REPORT

Wisconsin Association County Personnel Directors training for Liz Otto: Bostelmann presented a registration for the Spring Conference and highlighted the presentation Liz will be attend if approved.

Motion/second(Reabe/Schwandt) to approve Otto attending the WACPD Spring Conference. Motion carried.

Performance Management: Bostelmann explained the process, software review and cost of the Neogov software. Bostelmann worked with Bill Hutchison on the review and purchase of the software. The annual costs are \$8,750/year. The additional cost of \$2500 in the first years is for training. The “kick-off” meeting will be April 29th with Hutchison, Bostelmann, Sweeney and Otto attending. All departments are requested to send smart goals to Bostelmann by May 8th for implementation into the system. Bostelmann also stated that the Committee will have to determine who will evaluate department heads and oversee fairness of evaluations. This will be on the next agenda to discuss.

CLOSED SESSION

Motion/second(Wendt/Reabe) to move into Closed Session for discussion of personnel matter and conferring with legal counsel regarding same pursuant to: Wis. Stat. § 19.85(1)(c) for considering employment and performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – this closed session relates to discussion on compensation of new hire in Health and Humans Services and Highway Department. Roll call vote, 5 ayes, 0 nays. Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION.

Motion/second(Wendt/Schweder) to move into open session. Roll call vote, 5 ayes, 0 nays, motion carried.

Motion/second(Wend/Reabe) to approve the starting pay for the new employee in HHS at 95% of midpoint. Motion carried.

Motion/second(Reabe/Schwandt) to approve the starting pay for the highway new hire at 90% and that when the CDL is obtained the salary will be increased to 95% of midpoint. Motion carried.

COMMITTEE DISCUSSION

- Future meeting date: Regular meeting on May 21, 2015 at 5:00 pm.
- Future Agenda items for action & discussion:

ADJOURNMENT

Gonyo adjourned at 6:01PM.

Submitted by,

Marge Bostelmann
County Clerk