

**PERSONNEL COMMITTEE MEETING**  
**August 18, 2016**

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 6:00 PM on Thursday, August 18, 2016 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  
Robert Schweder  
Sue Wendt  
Paul Schwandt  
Robert Lyon

Also Present: Marge Bostelmann, County Clerk  
Harley Reabe, Board Chair  
Jon Vandeyacht, VSO  
Dawn Klockow, Corporation Counsel  
Sheriff Podoll  
Lind Van Ness, HHS Director

**AGENDA**

***Motion/second (Schwandt/Schweder)*** to approve the amended agenda. Motion carried.

**MINUTES**

***Motion/second (Wendt/Schwandt)*** to approve the minutes of July 21, 2016 as presented. Motion carried.

**CORRESPONDENCE** – None

**APPEARANCES** – None

**JOB DESCRIPTIONS/FILL VACANT POSITIONS**

**Intensive In-Home Clinical Therapist:** Van Ness explained that this position is vacant because Jason Jerome has taken the position of HHS director. She explained the need for the position.  
***Motion/second(Schwandt/Lyon)*** to approve filling the position. Motion carried.

**VOLUNTARY UNPAID LEAVE REQUEST** – None

**RESOLUTIONS/ORDINANCES**

**Resolution Relating to Creating the CLTS/CCS Service Facilitator position:** Van Ness explained the need for the position and that the position is funded.  
***Motion/second(Lyon/Schweder )*** to approve the Resolution and send it on to the County Board.  
Motion carried.

**Resolution Relating to Increasing the Deputy Veteran’s Service Officer position in the Veteran’s Office up to 1500 hours per year:** Vandeyacht appeared and explained how veteran claim requests have changed and required additional time by the Veteran Service Officer and the deputy to provide all needed paperwork for the claim to be processed by the Veteran’s

Administration.

**Motion/second(Schwandt/Lyon)** to approve the Resolution and send it on to the County Board.  
Motion carried.

Ordinance Amending Ordinance 1042- 2012 Green Lake County Personnel Policies and Procedures Manual; Smoke Free Workplace and Appendix O, Green Lake County Employee Recognition Policy. Discussion held by the Committee.

Recognition policy will be changed by removing “county board meeting which follows the month of retirement”. A typographical error on the smoking policy will be corrected.

**Motion/second(Wendt/Lyon)** to approve the Ordinance with changes and send on to the County Board. Motion carried.

**UPDATE WAGE CLASSIFICATION STUDY - WIPFLi**

Bostelmann is waiting for the contract. It should be received next week.

**PERFORMANCE MANAGEMENT POLICY**

Bostelmann presented a draft to be discussed with Fauske at the special meeting on August 30<sup>th</sup>.

**BASE WAGE INCREASE 2017**

Bostelmann has received some information from WIPFLi on projected salary increases. More information will be obtained and more discussion will held on August 30<sup>th</sup>.

**DEPARTMENT HEAD/EMPLOYEE TRAINING – RISE LEADERSHIP**

Fauske will discuss training at the special meeting on August 30<sup>th</sup>.

**MONTHLY VOUCHERS** – None

**CLERK’S REPORT** – None

**COMMITTEE DISCUSSION**

- Future meeting date: Special meeting on August 30, at 6 PM; Regular meeting September 22, 2016 at 6:00 PM.
- Future Agenda items for action & discussion:

**ADJOURNMENT**

Adjourned at 6:36 PM.

Submitted by,

Marge Bostelmann  
County Clerk