

PERSONNEL COMMITTEE MEETING

August 20, 2014

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 5:00 PM on Thursday, August 20, 2014 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
Sue Wendt
Maureen Schweder
Harley Reabe – 5:05 pm
Paul Schwandt

Also Present: Marge Bostelmann, County Clerk
Jack Meyer, Board Chair
Mark Podoll, Sheriff
Diane Meulemans, Corporation Counsel
Amy Brooks, Highway Commissioner
Mark Putzke, Chief Deputy

AGENDA

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

MINUTES

Motion/second (Wendt/Schweder) to approve the minutes of July 17, 2014 as presented. Motion carried.

CORRESPONDENCE – None

APPEARANCES – None

JOB DESCRIPTIONS

The Sheriff's office presented information changing the job description for the Detective and Recreational Patrol Deputy. The change updates the job description to relate to new technology used in the positions.

Motion/second(Schwandt/Reabe) to approve the updated job description for the Detective and Recreational Patrol. Motion carried.

FILL VACANT POSITIONS

Community Residential Service Aide - FRI: Dissing sent information on the need for the position to be filled. The person in this position has resigned.

Motion/second(Wendt/Schweder) to approve filling the position. Motion carried.

General Laborer - Highway: Brooks explained that one of the employees has resigned and the Highway Committee is requesting the position of laborer be filled. Information was provided explaining the position and need for this to be filled.

Motion/second (Reabe/Schwandt) to approve filling the positions of laborer in the Highway Department. Motion carried.

VOLUNTARY UNPAID LEAVE – None

RESOLUTIONS/ORDINANCES

Ordinance 1094 – 2014 Amending Ordinance No. 12-2012 Personnel Policy and Procedures Manual, Funeral Leave and Resignation and Termination Pay: Bostelmann explained that this resolves a mistake in the Funeral leave and a clarification under termination pay. Discussion held.

Motion/second(Schwandt/Reabe) to approve the ordinance and send to the County Board. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented in the amount of \$3,029.68

Motion/second(Reabe/Schwandt) to approve the vouchers. Motion carried.

CLERK'S REPORT

Bostelmann reported on health insurance RFP. Five insurance companies and express scripts have asked for the request and supporting documents, which have been sent out.

MOVED INTO CLOSED SESSION

*Motion/second(Wendt/Reabe)*to move into closed session per

Wis. Stat. § 19.85(1) to meet for the purpose of collective bargaining under subch. I, IV, V, or VI of Ch.111; and Wis. Stat. § 19.85(1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. This closed session related to bargaining strategies –WPPA , and Wis. Stat. § 19.85 (f) considering financial, medical, social or personal histories or disciplinary date of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. This closed session relates to employee medical and voluntary shared leave request.

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(Reabe/Schwandt) to reconvene into open session. Roll call vote 5 ayes, 0 nays. Motion carried.

Motion/second(Reabe/Schwandt) to approve a medical leave for an employee from the Land Conservation Department from July 23th to September 18th. If additional time is needed it will be reviewed at the next Personnel Committee meeting. Motion carried.

Motion/second(Wendt/Schweder) to approve voluntary shared leave for an employee from the Land Conservation Department back to July 23th. Motion carried.

COMMITTEE DISCUSSION

- Future meeting date: Regular meeting on Wednesday September 3, 2015 at 5:00, Thursday, September 18, 2014 at 5:00 PM
- Future Agenda items for action & discussion:

ADJOURNMENT

Motion/second (Schwandt/Reabe) to adjourn at 6:30 pm. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk