

## PERSONNEL COMMITTEE MEETING

August 20, 2009

The meeting of the Personnel Committee was called to order by Chair Gene Schroeder at 3:00 PM on Thursday, August 20, 2009 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Schroeder  
Elden Dallman  
Maureen Schweder  
Bob Krause  
Howard Sell

Also Present: Marge Bostelmann, County Clerk  
Orrin Helmer, County Board Chair  
Dan Priske, County Board Vice-Chair  
John Selsing, Corporation Counsel  
Brenda Keller, HR Consultant  
Al Shute, Land Use Planning & Zoning Director  
LeRoy Dissing, HHS Deputy Director

Also Present: Tracy Soda, Bob Jahn, Missy Zamzow, Missy Sorenson,

### **AGENDA**

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

### **CLOSED SESSION**

*Motion/second (Dallman/Sell)* to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Union Negotiations, (g) confer with legal counsel to discuss pending litigation. Roll call vote, 5 ayes – 0 nays, motion carried.

### **RESUME OPEN SESSION**

*Motion/second(Sell/Dallman)* to resume open session. Roll call vote, 5 ayes – 0 nays, motion carried.

### **ANNOUNCE FINDINGS OF CLOSED SESSION**

The Committee reviewed the written exit interview from Angela Nehring.

*Motion/second(Dallman/Krause)* to approve the annual evaluations for Bill Hutchison, and the probationary evaluations for Scott Weir and Veronica Ottow. Motion carried.

Discussion was held on negotiating strategies relating to reduction of hours, layoff options, and possible early retirement package. Discussion relating to exchange of proposal information.

## MINUTES

*Motion/second (Dallman/Sell)* to approve the minutes of July 16, 2009. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

APPEARANCES None

CARRYOVER OF VACATION – None

## FILLING OF VACANT POSITIONS

Energy Assistance Position: This position processes 972 applications annual with a projection of a 70% increase in the coming year based on the economic situation. It is funded by energy assistance dollars. Keller has reviewed the position and believes based on what is happening with the economy there is no way these duties could be absorbed into another position.

*Motion/second(Dallman/Krause)* to approve filling the position. Motion carried.

## DISCUSSION RELATED TO LAYOFFS, FURLOUGHS & EARLY RETIREMENT

Schroeder explained that the County is \$374,000 over the levy limit with no payroll increases or insurance premium changes included. Discussion was held on proposals for early retirement. Schroeder ask if the union has some suggestions relating to the 2010 projected budget overage.

## HR REPORT

- **Request for extension of HR Consultant Contract** – Keller is requesting consideration to renew her contract at the same cost with a reduction in expenses of 25%. She explained what she has completed this past year. *Motion/second(Krause/Dallman)* to extend the contract by one year. 4 ayes, 1 abstention (Schweder). Motion carried.
- **Information from Fox Valley Labor Negotiations** –. Keller explained issues that other Counties and Cities are facing.
- **Lean Training Update** – Keller presented a summary from the lean training. Keller believes that this has been a success. Bostelmann and Shute explained how this has been positive in both offices.
- **Draft Policy Relating to Personal Appliances in Work Areas** – The Committee reviewed the final language.
- **Review Draft of Damaged or Lost Property** – The Committee reviewed the final language.

**RESOLUTIONS/ORDINANCES**

Ordinance Relating to Appliances & Damage of Lost Property

*Motion/second(Sell/Dallman )* to accept the Ordinance and send to the September County Board. Motion carried 5 ayes and 0 nays.

Review of the WCA resolution to be acted on at the Conference in September.

*Motion/second(Schweder/Sell)* to have the County Board Chair vote as he sees fit. Motion carried.

**2010 Budget** – No more discussion

**CLERK'S REPORT**

**VOUCHERS**

Voucher for Brenda Keller, HR Consultant in the amount of \$3,155.03

Voucher for Timothy Stellmacher, Lean Training in the amount of \$1150.00

*Motion/second(Krause/Dallman)* to approve the vouchers. Motion carried

**COMMITTEE DISCUSSION**

**Long Range Plan:** The project is on time and the County Board will view the site again in October.

**Future meeting date:** Thursday September 17, 2009 at 3:00 pm.

**Future Agenda items for action and discussion:**

**ADJOURNMENT**

*Motion/second (Sell/Krause)* to adjourn at 5:30 PM. Motion carried.

Submitted by,



Marge Bostelmann  
County Clerk