



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Margaret R. Bostelmann, WCPM  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

## Personnel Committee Meeting Notice

**Date: February 21, 2013 Time: 5:00 PM**  
**Green Lake County Government Center,**  
**County Board Room, 571 County Rd A, Green Lake WI**

### **\*\*\*AMENDED AGENDA**

#### **Committee Members**

*Joanne Guden,  
Chairman  
Maureen Schweder,  
Vice-Chair  
Richard Trochinski  
Eugene Henke  
Sue Wendt*

*Margaret R  
.Bostelmann,  
Secretary*

*Notice is hereby given that a majority of the Green Lake County Board of Supervisors may be present at this meeting to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the County Board pursuant to the Badke Decision and must be noticed as such although the County Board will not take any formal action at this meeting.*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 1/22/13 & 1/24/13
6. Public Comments (3 Min. Limit)
7. Correspondence:
8. Resolutions/Ordinances
  - Res. 6-2013 Eliminating the full-time Account Clerk II position in the Child Support Agency/Veteran's Service Office and creating a part-time Deputy Veteran's Service Officer position in the Veteran's Office
  - Res. 7-2013 Creating a full-time Legal Assistant/Administrative Assistant in the Corporation Counsel Office/Child Support Agency Office
9. Filling Vacant Position
  - Legal Assistant/Administrative Assistant – Corp. Counsel/Child Support
  - General Laborer – Hwy Dept.
  - Material Handler/Bus Driver – Health & Human Service/FRI
10. Report on Discussion with Dept. Heads regarding breaks. –Guden
11. \*Flexible Schedule Policy
12. \*\*\*Highway Department Policies and Procedures
13. \*\*\*Unpaid Leave Request
14. Committed Fund
15. \*Job Descriptions
16. Move into closed session per §19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. – Evaluations, \*\*Corporation Counsel Employee Compensation, and Exit Interview
17. Reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session.
18. Clerk's Report
  - Relating to agenda items
19. Committee Discussion
  - Future Meeting. Dates: Regular Meeting: March 21, 2013 at 5:00 pm
  - Future Agenda items for action & discussion
20. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Margaret R. Bostelmann

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date Of the meeting.**



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