

**PERSONNEL COMMITTEE MEETING**  
**February 18, 2010**

The meeting of the Personnel Committee was called to order by Chair Gene Schroeder at 4:00 PM on Thursday, February 18, 2010 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  
Bob Krause  
Howard Sell  
Maureen Schweder

Also Present: Marge Bostelmann, County Clerk  
Orrin Helmer, County Board Chair  
John Selsing, Corporation Counsel  
Brenda Keller, HR Consultant  
Dan Priske, Supervisor

Sheriff Mark Podoll  
LeRoy Dissing, Deputy Director  
Al Shute, Land Development Director

**AGENDA**

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

**MINUTES**

*Motion/second (Sell/Dallman)* to approve the negotiation minutes of January 20, 2010 as presented and January 21, 2010 correcting the closed session roll call vote to 4 ayes and 0 nays. Motion carried.

**CLOSED SESSION**

*Motion/second (Schweder/Krause)* to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Employee Discipline DA, Union Negotiations Planning; (f) Employee Medical History; (g) conferring with legal counsel to discuss pending litigation. Roll call vote, 5 ayes – 0 nays, motion carried.

**RESUME OPEN SESSION**

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

**ANNOUNCE FINDINGS OF CLOSED SESSION**

The Committee discussed negotiation, an employee's medical history, arbitration hearing for WPPA.

*Motion/second(Dallman/Schweder)* to accept the annual evaluations for Bob Podgorski, Jim Hebbe, and Al Shute. Motion carried.

**PUBLIC COMMENT** – None

**CORRESPONDENCE** – None

**APPEARANCES** – None

**CARRYOVER OF VACATION** – None

**FILLING OF VACANT POSITIONS – Summer Maintenance Worker**

A request was presented from the Property and Insurance Committee to fill two summer maintenance worker positions. Keller explained that she has reviewed the job description and agrees with the recommendation. Discussion was held. The job description will be amended to say: Limited term employee not to exceed 599 hours/year.

*Motion/second(Schweder/Dallman)* to fill the positions with the job description correction stating the position is limited term not to exceed 599 hours. All ayes, motion carried.

**STUDENT INTERN POSITION - EXTENSION**

UWEX is requesting approval to hire a summer intern. Discussion was held on how the position is funded.

*Motion/second(Schweder/Krause)* to table the decision until the March meeting. Motion carried.

**JOB DESCRIPTIONS**

- Account Clerk II – Deputy
- Maintenance Mail Clerk

Bostelmann presented changes in the two job descriptions and explained why the changes are being made.

*Motion/second(Krause/Sell)* to approve the job descriptions. Motion carried.

**LEAN TRAINING UPDATE**

Keller has talked with Tim Stellmacher, the trainer and discussed future training. Currently nothing is happening because of time constraints of debarment head. Bostelmann explained that the four department heads who implemented the system into their departments were doing monthly evaluation on each other. This stopped in December because of the holidays. She will report more next month.

**SUGGESTION BOX REQUESTS**

Keller reported that suggestions still come in and she gives the suggestions to the department head that needs to address the concerns. Not as many are received as when the boxes were first put up. Discussion was held on having boxes in the new facility or not.

**HR REPORT** – None

**RESOLUTIONS/ORDINANCES**

Bostelmann explained that legislation has been introduced to increase the regulations of self-funded health plans offered by cities, towns, villages, counties and school districts. This would cause substantial cost increases. The Wisconsin Counties Association is requesting Counties to pass a resolution opposing the legislation. Bostelmann will draft a resolution to submit to the County Board.

**CLERK'S REPORT** – None

**VOUCHERS**

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

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

**COMMITTEE DISCUSSION**

**Long Range Plan:** A resolution will be submitted at the next county board to fund the additional building project with Build America Bonds. These bonds will reduce the interest paid.

The County currently is using Build America Bonds for the loan for the radio communication project.

**Future meeting date:** March 18, 2010

**Future agenda Items for action and Discussion:** Fill position for Account Clerk II for County Clerk. Review HR contract duties.

**ADJOURNMENT**

*Motion/second (Dallman/Krause)* to adjourn at 6:10 PM. Motion carried.

Submitted by,



Marge Bostelmann

County Clerk