

PERSONNEL COMMITTEE MEETING

January 12, 2006

The meeting of the Personnel Committee was called to order by Vice-Chair Margaret Hollander at 3:00 PM on Thursday, January 12, 2006 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Margaret Hollander Absent: Bernie Kasierski
Bob Krause
Elden Dallman
Howard Sell

Also Present: Marge Bostelmann, County Clerk
Orrin Helmer, Board Chair
Brenda Keller, HR Consultant
Mark Trochinski, Undersheriff
Mike Handel, Sheriff
LeRoy Dissing, HHS Director

AGENDA

Motion/second(Krause/Sell) to approve the amended agenda. Motion carried.

MINUTES

Motion/second(Dallman/Krause) to approve the minutes for December 12, 2006 as corrected. Motion carried.

CORRESPONDENCE

Letter from John Selsing to the union representatives stating the Kim Hurts will conduct a meeting on February 15th at 4:30 relating to Health Insurance coverage and options to reduce costs.

APPEARANCES

Dissing explained that a HHS received a grant to increase the Hospital link position from 30 to 40 hours/week. The resolution passed by County Board last month approves the position up to full time.

Motion/second(Krause/Sell) to approve increasing the hours of the position from 30 to 40 hours per week as approved by the County Board at the December Board meeting. Motion carried.

CARRY OVER VACATIONS

Request was received from Deb Sweeney requesting 9 days of vacation be carried over. The governing committee has approved the request.

Motion/second(Dallman/Sell) to approve the request in accordance with County Policy. Motion carried.

Discussion was held on the requests that are being presented for vacation carryovers. The policy states the request will be granted base on an "extraordinary reason" and must be approved in advance. Bostelmann will review the policy language with all Department heads and explain that the requests will be looked at more carefully by the committee in the future and that an extraordinary reason need to be explained before the personnel committee will make any approval.

HR REPORT

- **Review draft of Solicitation Policy:** The committee reviewed the revised policy. **Motion/second(Sell/Krause)** to approve the policy as revised. Motion carried. Bostelmann and Keller will present the policy at the February department head meeting.
- **Review draft of Vehicle Usage Policy.** Keller presented the revisions in the policy as discussed last month. Several additional changes were discussed. The policy will be reviewed again next month with the changes.
- **Review information from Department of USERRA relevant to new regulations effective January 18, 2006:** Information was given to the Committee. Keller is looking to see if this will impact the County.
- **Information from Fox Valley Labor Negotiations:** Keller presented information from the meeting and discussed it with the committee.
- **Review information from newsletter “Municipal Solutions”.** Keller presented several articles relating to Early retiree age discrimination issues, retaliation, exempt status and retirement benefits.

RESOLUTIONS/ORDINANCES

Relating to CLTS/CCS care manager (LTE) Position

Dissing presented a resolution for a CLTS/CCS limited term employee for one year to see if this position will support itself after the first year. It is fully funded for the first year from a grant.

Motion/second(Dallman/Krause) to approve this resolution and send it on to the February County Board. Motion carried

CLERK’S REPORT

Bostelmann advised the Committee that Susan Arndt began military leave on January 4, 2006.

VOUCHERS

Brenda Keller Consulting Month of February \$2,994.08

Motion/second(Dallman/Sell) to approve the voucher. Motion carried.

CLOSED SESSION

Motion/second(Sell/Dallman) to move into closed session per ss. 19.85(1)(c)(f)(g) to discuss employee evaluations, personnel matters, personnel discipline, confer with legal counsel, negotiation strategies. Roll call vote, 4 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Dallman/Krause) to resume open session. Roll call vote, 4 ayes – 0 nays, Motion carried.

Motion/second(Sell/Krause) to approve the annual evaluation for Jim Hebbe and the probationary evaluation for Laura Polcyn. Motion carried.

COMMITTEE DISCUSSION

Next regular meeting: Special meeting with Unions and GHT Representative: February 15 at 4:30.

Regular meeting: February 16, 2006 at 3 PM.

Future Agenda Items: Vehicle Policy

ADJOURNMENT

Motion/second(Dallman/Krause) to adjourn at 4:20 PM. Motion carried.

Submitted by,

Margaret Bostelmann
County Clerk