

## PERSONNEL COMMITTEE MEETING

June 19, 2013

The meeting of the Personnel Committee was called to order by Chair Joanne Guden at 5:00 PM on Wednesday June 19, 2013 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.

Present: Joanne Guden  
Maureen Schweder  
Richard Trochinski  
Sue Wendt  
Paul Schwandt

Also Present: Marge Bostelmann, County Clerk  
Jack Meyers, Board Chair  
Sheriff Podoll  
Amy Brooks, Highway  
Dan Hurst, Corporation Counsel  
Mark Putzke, Chief Deputy  
Phil Robinson, HHS  
Al Shute, LUPZ

Also Present: Thor Backus, Jeanne Theune, Shirley Davis, Missy Sorenson and Georgia Zills

The Pledge of Allegiance was recited.

### AGENDA

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

### MINUTES

*Motion/second (Wendt/Trochinski)* to approve the minutes May 23, 2013 as presented. Motion carried.

### PUBLIC COMMENT (3 MIN LIMIT)

### CORRESPONDENCE

A letter from Bill Hutchison was sent stating that a summer intern has been hired to help the department from June to August.

### APPEARANCES – None

### RESOLUTIONS/ORDINANCES – None

### JOB DESCRIPTIONS - None

### FILL VACANT POSITION

**Nutrition/Volunteer Coordinator/Aging Social Worker:** Phil explained the position and the responsibilities of the position. Retirement after 30 years.

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

**Intensive In-Home Clinical Therapist:** Phil presented an updated job description and explained the position and the responsibilities of the position. Robinson is requesting approval contingent

on approval of the HHS Personnel Committee next week.

*Motion/second(Schwandt/Schweder)* to approve filling the position contingent on HHS personnel Committee approval. Motion carried.

### **VOUCHERS**

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

### **DISCUSSION OF REVIEWING EVALUATIONS AND EXIT INTERVIEWS IN CLOSED SESSION**

Discussion was held. Guden would like to have information brought to the Committee if there is a problem or concerns. Schweder would like to see all evaluations and interviews come to the Committee. Wendt agreed with Guden that she would like to see only problems and concerns come to the Committee. Chairman Meyers stated that he believe Department Heads should be give the ability to manage and the Committee should trust them.

*Motion/second(Wendt/Trochinski )* to follow the Personnel Policy and Procedures Manual and Administrative Policy Manuel . Roll call vote, 4 ayes; 1 nay (Schweder), motion carried.

### **CLERK'S REPORT**

**Wage Study Update** – this will be discussed in Closed Session.

### **MOVED INTO CLOSED SESSION**

- Wis. Stat §19.82 (1) to meet for the purpose of collective bargaining under subch. I, IV, V, or VI of Ch. 111;
- Wis. Stat. § 19.85 (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 relates to wage study figures and bargaining strategies.

*Motion/second(Schwandt/Schweder)* to move into closed session . Roll call vote, 5 ayes and 0 nays, motion carried.

### **RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON MATTERS DISCUSSED IN CLOSED SESSION.**

*Motion/second(Trochinski/Wendt)* to reconvene in open session. Roll call vote, 5 ayes and 0 nays, motion carried.

The Committee discussed bargaining strategies with Attorney Pat Henneger via phone conference.

### **COMMITTEE DISCUSSION**

- Future meeting date: July 16<sup>th</sup> at 4:30 for negotiations.
- Future Agenda items for action & discussion:

### **ADJOURNMENT**

*Motion/second (Schweder/Schwandt)* to adjourn at 6:25 pm. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk