

THE FOLLOWING ARE THE OPEN MINUTES OF THE HEALTH & HUMAN SERVICES PERSONNEL COMMITTEE HELD AT THE HEALTH & HUMAN SERVICES CENTER, 571 COUNTY ROAD A, ROOM #0903, GREEN LAKE, WI ON WEDNESDAY, FEBRUARY 13, 2013 AT 5:00 P.M.

PRESENT: Nolan Wallenfang, Chairman
Cindy Skipchak, Member
Richard Trochinski, Member
Robert Malchetske, Member

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: Wallenfang called the meeting to order at 5:00 p.m.

Approval of Agenda: Motion/second (Malchetske/Trochinski) to approve the agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Skipchak/Malchetske) to approve the November 28, 2012 personnel minutes. All ayes. Motion carried.

Review Updated Job Descriptions: Dissing will present the revised job descriptions at a future meeting.

Closed Session under WI Statute 19.85 (1) (c) (f) & (g) for Personnel Issues: Motion/second (Skipchak/Trochinski) to adjourn to closed session. Roll call vote. Skipchak-aye; Malchetske-aye; Gonyo-aye; Trochinski-aye; Wallenfang-aye. All ayes. Motion carried.

Return to Open Session for Decision: Motion/second (Trochinski/Skipchak) to adjourn closed session and return to open session. Roll call vote. All ayes. Motion carried.

Motion/second (Skipchak/Malchetske) to recommend hiring Jennifer Dille for the ADRC Director position. All ayes. Motion carried.

Motion/second (Skipchak/Trochinski) to recommend hiring Kristen Lemke for the Adult Protective Services Worker position. All ayes. Motion carried.

Motion/second (Malchetske/Skipchak) to recommend hiring Stacy Pethke for the Economic Support Worker position. All ayes. Motion carried. If another position would open within 3 months, the Board authorizes offering the position to Nyna Frelich.

Motion/second (Malchetske/Trochinski) to recommend hiring Karin Thacker for the Economic Support Worker position. All ayes. Motion carried.

Motion/Second (Skipchak/Malchetske) to approve the annual evaluations for Laurie Kearns, Secretary I; Nancy Haanen, Supported Employment Coordinator; Pat Reilly, Production Aide; Ralph Epling, Material Handler; Shirley Davis, Production Aide; Sherri Wandersee, CIP Aide; Irene Walker, Mealsite Manager; Marilyn Voeltner, Community Health Educator; Jennifer Zeleske, Community Response Social Worker; and Claire Kasuboski, Youth Services Specialist. All ayes. Motion carried.

Future Agenda Items: Personnel Evaluations; Position hiring

Future Meeting Date: No meeting scheduled.

Adjournment: Motion/second (Malchetske/Trochinski) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 8:50 p.m.