

## PERSONNEL COMMITTEE

September 5, 2012

The meeting of the Personnel Committee was called to order by Chair, Joanne Guden at 5:00 pm on Wednesday, September 5, 2012 in the County Board Room, Green Lake Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Joanne Guden  
Maureen Schweder  
Richard Trochinski  
Eugene Henke  
Sue Wendt

Also Present: Marge Bostelmann, County Clerk  
Attorney Daniel Borowski  
Mark Putzke, Chief Deputy  
LeRoy Dissing, HHS Director  
Al Shute, LUPZ  
Terry Stellmacher, Child Support  
Scott Weir, Maintenance  
Tami Eisenga, Register in Probate  
Laura Polcyn, Communications  
Tracy Soda, AFSCME Employee  
Amy Sobieski, AFSCME  
Derek Kavanaugh, AFSLCE  
Denise Oft, WPPA  
Jack Meyers, County Board Chair  
Sheriff Mark Podoll  
Lori Evans, LE Admin Asst  
Chuck Buss, Interim Hwy Commissioner  
Jim Hebbe, LCD  
Kyle Sargent, DA  
Phil Robinson, HHS  
Kathy Munsey, Pubic Health  
Dawn Brantley, AFSCME  
Cindy Werch, AFSCME  
Mitzi Putzke, AFSCME  
Bev Zick, WPPA

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance to the Flag was recited.

### **AGENDA**

*Motion/second (Henke/Wendt)* to approve the agenda. Motion carried.

**PUBLIC COMMENT** (3 Minute limit) - None

**CORRESPONDENCE** – None

**APPEARANCE** – None

### **Administrative Policy Manual & County Personnel Policies and Procedures manual**

- Discussion of Draft Documents with Department Heads: Guden began with the Administrative Policy Manual and went section by section asking if anyone had questions. Dissing questioned flex time and Borowski explained that the language allows authorization for flexing time but does not allow for a manager to take every Friday off because he/she is working four 10 hour days. The language was modified to help clarify the flex language. Dissing questioned compensation time language. Borowski explained the meaning of the language. Other language was clarified.
- Personnel Policies and Procedures Manual: Question regarding “regular employees” for law

enforcement. The language was clarified. Clarification of pay will be direct deposits not checks. Clarification on County Residency was discussed. Concealed Carry will be clarified. Social Media was questioned. Dissing stated that some employees follow Facebook to keep track of some clients and HHS has some Facebook sites. The language will be clarified. Uniform law enforcement will be exempt from wearing county ID badges. Paid Holidays – Schweder suggested that New Year’s Eve be added to the list of holidays, all members agreed. Discussion on sick leave. Language was clarified. “serious” was taken out. Sargent stated that 6 sick days is too few for employees with families. Serious Health Condition was changed deleting “serious”. The section will be redrafted. Current employees will retain current insurance coverage, language will be redrafted.

Guden stated that she hopes the Committee will be able to get County Board approval for a wage increase in 2013.

*Motion/second (Wendt/Trochinski)* to recess for 5 minutes at 7:40. Motion carried.

*Motion/second (Henke/Trochinski)* to reconvene at 7:45. Motion carried.

### **CLOSED SESSION**

*Motion/Second (Wendt/Schweder)* to move into closed session per ss19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility. – WPPA negotiations Roll call vote, 5 ayes, no nays, motion carried.

### **RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON**

*Motion/Second (Wendt/Schweder)* to resume open session. Roll call vote, 5 ayes, no nays, motion carried.

### **MATTERS DISCUSSED IN CLOSED SESSION**

Negotiation strategies for WPPA sworn officers were discussed

### **COMMITTEE DISCUSSION**

- **Future meeting dates: October 11, 2012, 5 to 7 PM**
- **Future Agenda items for action & discussion: Supplemental Pay**

### **ADJOURNMENT**

*Motion/second (Henke/Wendt)* to adjourn at 8:35 PM. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk