

PERSONNEL COMMITTEE MEETING

February 15, 2007

The meeting of the Personnel Committee was called to order by Chair John Brennan at 3:00 PM on Thursday, February 15, 2007 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: John Brennan
Margaret Hollander
Elden Dallman
Bob Krause
Gene Schroeder

Also Present: Vicki Bernhagen, Deputy County Clerk
Orrin Helmer, Board Chair
Brenda Keller, HR Consultant
John Selsing, Corporation Council
Sheriff Mark Podoll
LeRoy Dissing, HHS Deputy Director

AGENDA

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

PUBLIC COMMENTS None

MINUTES

Motion/second (Schroeder/Dallman) to approve the minutes January 11, 2007. Motion carried.

CORRESPONDENCE None

APPEARANCES Sheriff Mark Podoll - security personnel issues will need to be added to the agenda next month.

CARRYOVER VACATIONS None

FILLING OF VACANT POSITIONS None

HR REPORT

- Secondary Employment policy – Amend Ordinance No. 812-2004 for overall county wide policy. Departments will be able to apply specific restrictions as appropriate for the department.

- Clarification of Non-Represented Handbook, Use of Sick Leave: Amend Ordinance No. 811-2004, Personnel Policies and Procedures Manual will need to be updated to reflect the changes in Pg 13, B. Sick Leave, (1): Pg 14 Sick Leave (5): Pg 14 C. Vacations: Pg 15 D. Retirement, 1st paragraph, add at the end of the first sentence: Pg 19 B. Funeral Leave

Motion/second (Schroder/Hollander) to amend Ordinance No. 811-2004 Personnel Policies and Procedures Manual and Ordinance No. 812-2004 Employee Handbook for Non-represented employees of Green Lake County. Motion carried.

- Findings of Reclassification Requests

Motion/second (Hollander/Schroeder) to approve the reclassifications over a 3 year period unless it is under \$200.00 and that one should be done the first year. Motion carried.

- Classification Structure

EXPANDING RESPONSIBILITIES OF HR POSITION

County Clerk to share stated procedures with department heads and governing committees. Discussion held.

Motion/second (Hollander/Krause) to approve the clarification procedure of the HR position.

RESOLUTIONS / ORDINANCES

Resolution from Health & Human Services relating to increasing the hours of the lead bus driver position. Discussion held.

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

CLERK'S REPORT: None

VOUCHERS

Brenda Keller, Resources Consulting for February 2007 in the amount \$3,003.00

Motion/second (Hollander/Schroeder) to approve the voucher. Motion carried

CLOSED SESSION

Motion/second(Schroeder/Krause) to move into closed session per ss. 19.85(1)(c)(g) to discuss employee evaluations and personnel matters, negotiation strategies WPPA. Roll call vote, 5 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

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

Motion/second(Schroeder/Krause) to accept the evaluation of Dave Mendleski, Jim Hebbe and Al Shute. Motion carried.

COMMITTEE DISCUSSION

Next regular meeting: March 15th at 3:00 pm.

Special meeting: March 21, 2007 at 1:00 pm for WPPA Mediation.

ADJOURNMENT

Motion/second(Hollander/Krause) to adjourn at 4:45 PM. Motion carried.

Submitted by,

Vicki Bernhagen
Deputy County Clerk