

## PERSONNEL COMMITTEE MEETING

January 15, 2009

The meeting of the Personnel Committee was called to order by Chair Gene Schroeder at 3:00 PM on Thursday, January 15, 2009 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Schroeder  
Elden Dallman  
Maureen Schweder  
Bob Krause  
Howard Sell

Also Present: Marge Bostelmann, County Clerk  
Dan Priske, County Board Vice-Chair  
John Selsing, Corporation Counsel  
Brenda Keller, HR Consultant  
Mark Podoll, Sheriff  
Linda Van Ness, Director, HHS  
Robert Podgorski, Highway Commissioner

### AGENDA

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

### MINUTES

*Motion/second (Krause/Sell)* to approve the minutes of December 11, 2008. Motion carried.

PUBLIC COMMENTS - None

CORRESPONDENCE - None

### APPEARANCES

Kim Hurtz appeared to discuss the current County Health Insurance plan. She explained the differences between the State Plan (HMO) and the County Group Health Trust plan (PPO). Discussion was held on plan changes during the negotiations. Selsing would like to have Hurtz talk with union employees about plan options. An option to save costs would be to change the PPO option to United Healthcare which offers greater discounts. This would also be the same HMO offered in the area by the State Plan. Hurtz will send a list of the 25 top facilities used by the employees and how it compares to the State HMOs.

### CARRYOVER OF VACATION

A request was submitted by Robert Podgorski to carryover of 5 days of vacation in accordance with County Policy. This request has been approved by the Highway Committee. *Motion/second (Krause/Schweder)* to approve the request by for Robert Podgorski to carryover 5 vacation days. Motion carried.

## FILLING OF VACANT POSITIONS - None

### HR REPORT

- **5 year comparison of positions** – Keller presented the comparison of County positions. Full time positions stayed constant at 180 and part time employees decreased from 30 to 24.
- **Information from Department Heads** – Keller has talked with the majority of department heads and most departments want to know how much they need to cut out of their budget. What the State does and what changes are going to be made in funding will impact what is done here in the County. Selsing suggested looking at classification and determine if those should be changed when a new person is hired.
- **LEAN Training** – LEAN training is scheduled for February 5<sup>th</sup> at 2 pm and the Personnel Committee is invited to attend.
- **Review of letter to Townships** – Keller presented a draft letter to townships as requested last month. Discuss held. The letter will be sent to all municipalities with the mandate list and five year comparison of employees. Schroeder suggested that this be on the agenda for the Towns Association meeting in April.

### HOW TO RAISE REVENUE

Mandatory boat launch fees have been discussed at the Highway and the Judicial/Law Enforcement and Emergency Management Committee. A joint meeting between the two committees was held yesterday. Details are being worked out at this time on how mandatory boat launch fees can be implemented. Both Committees will be discussing this again at their meetings.

### POST EMPLOYMENT HEALTH PLAN (PEHP)

Bostelmann explained the PEHP plan to the Committee. This is something that would be brought up at negotiations with the unions and department heads.

### RESOLUTIONS/ORDINANCES

Relating to Amending Ordinance 811-04, Personnel Policies and Procedures Manual – Pandemic & Natural Disaster Policy & Protocol was signed.

Continuation of a Community Response Social Worker Position as an LTE: Van Ness explained the position and the reason to continue the position.

*Motion/second(Dallman/Schweder)* to approve the resolution and send it on to the County Board. Motion carried.

Linda Van Ness wanted to tell the committee how much she appreciates the new Maintenance Supervisor and how well he responds to requests and gets thing done.

**CLERK'S REPORT**

The next department head meeting is scheduled for January 22<sup>nd</sup>. Members of the Committee are invited to attend to discuss personnel and how LEAN thinking can be presented.

**VOUCHERS**

Brenda Keller, Resources Consulting for January, 2009 in the amount \$3,155.03  
*Motion/second (Dallman/Sell)* to approve the voucher. Motion carried

**CLOSED SESSION**

*Motion/second (Sell/Krause)* to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Grievance, (f) Personnel Medical History (g) confer with legal counsel to discuss pending litigation. Roll call vote, 5 ayes – 0 nays, motion carried.

**RESUME OPEN SESSION**

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

**ANNOUNCE FINDINGS OF CLOSED SESSION**

*Motion/second(Krause/Schweder)* to accept the annual evaluation for Robert Podgorski and the probationary evaluation for Steve Wianecki. Motion carried.

*Motion/second(Dallman/Schweder)* that a letter be sent to an employees doctor regarding a medical incident during work time. Motion carried.

**COMMITTEE DISCUSSION**

**Long Range Plan:** Samuels Group and Potter Lawson has met with the City of Green Lake to discuss site plans and rezoning. Some changes were required which will cost additional funds.

**Next regular meeting:** February 12, 2009 at 3:00 pm.

**Future Agenda items for action and discussion:**

**ADJOURNMENT**

*Motion/second (Schroeder/Krause)* to adjourn at 5:05 PM. Motion carried.

Submitted by,



Marge Bostelmann  
County Clerk

