

PERSONNEL COMMITTEE MEETING

May 10, 2007

The meeting of the Personnel Committee was called to order by Chair John Brennan at 3:00 PM on Thursday, May 10, 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: Marge Bostelmann, 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 (Hollander/Dallman) to approve the agenda. Motion carried.

MINUTES

Motion/second (Schroeder/Hollander) to approve the minutes April 4, 2007 correcting two typographical errors. Motion carried.

PUBLIC COMMENTS None

CORRESPONDENCE None

APPEARANCES

Selsing stated that Dan Sondalle has resigned effective May 31. Selsing will be appointing Jeff Haase on a temporary basis. Selsing will be compensating Haase for the time being.

RESOLUTIONS/ORDINANCES None

Amend Ord 811-04 Personnel Policy and Procedures Manual Secondary Employment
Motion/second(Hollander/Dallman) to approve the Ordinance and send on to the county Board.
Motion carried.

Relating to creating a second part-time Correction Officer Position in the Sheriff's Office.
Motion/second(Schroeder/Krause) to send the resolution on the County Board with approval.
Motion carried.

SOCIAL WORK ADVANCEMENT POLICY

Dissing presented a revision to their Social Worker Advancement Policy. The policy

allows an employee to post into a Social worker I and then show competency and move back to the Social Worker II at an increase of 4.5%. Dissing stated that this is consistent with the overall county policy. Dissing explained the wage steps that the employee would follow when he/she posts to a lower position.

Motion/second(Dallman/Krause) to approve the policy as presented. Motion carried.

Request for Unpaid Leave

Dissing explained that Lisa Thull has requested a week of unpaid leave to extend her FMLA.

Motion/second(Dallman/Schroeder) to approve a one week unpaid leave of absence for Lisa Thull. Motion carried.

CARRYOVER VACATIONS

Vicki Bernhagen is requesting 3 days of vacation to be carried over in accordance with County policy.

Motion/second(Hollander/Krause) to approve the request in accordance with County policy. Motion carried.

FILLING OF VACANT POSITIONS None

APPROVAL OF SHARED LEAVE No requests at this time.

HR REPORT

- Discuss proposed Attendance Policy – Keller requested input on the sample policy presented last month. She explained that other counties are beginning to implement this type of policy. Discussion was held. Brenda will pursue drafting a policy for Green Lake County
- Domestic Partnership Information (La Crosse County) – Keller wanted the Committee to know that La Crosse County now has domestic partner benefit as part of their AFSCME contract.
- Fox Valley Labor Negotiators Information – Keller explained issues facing other counties and cities.
- Information from Wisconsin Counties Association – Keller presented the information she received from the WCA HR seminar she attended a few weeks ago.
- Employee Suggestions – Keller presented the requests from the employees. Two highway employees have requested a time clock. Discussion was held on time clocks. This concern will be sent to the highway committee for their input stating that the Personnel Committee is considering implementation of a time clock system.
- Keller stated that she has been directed to review the jobs of Family Court Commissioner,

Corporation Counsel and Secretary for Corporation Counsel. This will be presented next month.

CLERK'S REPORT:

Bostelmann stated that she has talked with Keller to amend the Personnel Policy and Procedures manual to revise and expand LTE policy. Currently the policy only provides for an emergency 2 week LTE and does not address the continuation of an LTE if necessary. Keller will be working to draft language to clarify the policy.

VOUCHERS

Brenda Keller, Resources Consulting for April 2007 in the amount \$3,003.00
Motion/second (Hollander/Krause) to approve the voucher. Motion carried

CLOSED SESSION

Motion/second(Dallman/Schroeder) to move into closed session per ss. 19.85(1)(c) to discuss employee evaluations and personnel matters, (g) Negotiation WPPA Union Confer with legal counsel. 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.

WPPA grievance was settled. Language will be drafted by Keller for both parties to sign.

Motion/second(Schroeder/Dallman) for Brenda to send to Ed VanderBloemen the written resolution to the grievance for signatures. Motion carried.

COMMITTEE DISCUSSION

Next regular meeting: June 14 at 3:00 pm.
WPPA closed session at 4:00 pm

Schroeder stated at the last Judicial Law Enforcement Committee meeting Deputy Coroner Bill Smith advised the Committee that Darlene Strey does not have health insurance and questioned if this can be provided for her through the County for her position of Coroner.

Schroeder also explained that DA's office will no longer be monitored by the Judicial Law Enforcement Committee. He stated that District Attorney Collins has addressed concerns with staff attendance.

ADJOURNMENT

Motion/second(Hollander/Dallman) to adjourn at 6:00 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk

