

PERSONNEL COMMITTEE MEETING

January 10, 2008

The meeting of the Personnel Committee was called to order by Chair John Brennan at 3:00 PM on Thursday, January 10, 2008 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
Bob Krause
Gene Schroeder
Elden Dallman

Also Present: Marge Bostelmann, County Clerk
Orrin Helmer, Board Chair
Brenda Keller, HR Consultant
LeRoy Dissing, HHS Deputy Director
Marilyn Voeltner, Health Educator
Sheriff Mark Podoll

AGENDA

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

MINUTES

Motion/second (Krause/Dallman) to approve the minutes of December 13, 2007. Motion carried.

PUBLIC COMMENTS

Marilyn Voeltner, Green Lake County Health Educator, would like to be on the agenda next month to discuss a County smoke free policy.

Mark Podoll advised the Committee that he has hired three LTE transport officers. They are Steve Huber, Joe Gajdosik and Dan Steckbauer.

CORRESPONDENCE None

APPEARANCES None

CARRYOVER OF VACATION

A request was submitted from Jessica Cody to carry over 56 hours of vacation time.

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

FILLING OF VACANT POSITIONS

Dissing reported that Sue Ward resigned. She is the Juvenile Court Dispositional Social Worker. The job description was minimally revised. Dissing has been notified that one of the employees in that unit will be posting into this position which would create a Child Welfare Worker vacancy. Dissing stated that the Judge is concerned about these positions and expressed the need for the positions to be filled as soon as possible.

Dissing is requesting permission to fill both positions. Discussion was held.

Motion/second(Schroeder/Dallman) to approve the job descriptions and to post the first position and

if the person in the Child Welfare position posts into it the Child Welfare position will be posted.
Motion carried.

HR REPORT

- Information from Fox Valley Labor Negotiators – The information was sent to the Committee for review.
- Sample Time Sheets – Keller sent the Committee a sample time sheet for individual employees. She stated that in some departments a time clock may work better, such as the maintenance department and highway department. This will be discussed with the department heads at the department head meeting next week.
Motion/second(Schroeder/Krause) to proceed with the process of the time sheet for all employees. Motion carried.
- State Law/Multi-County Jail – Keller sent a letter relating to the Outagamie and Winnebago desire to work corporately on a multi-county jail.

RESOLUTIONS/ORDINANCES None

CLERK'S REPORT: None

VOUCHERS

Brenda Keller, Resources Consulting for December 2007 in the amount \$3,078.08

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

CLOSED SESSION

Motion/second(Krause/Schroeder) to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, WPPA grievance (g) confer with legal counsel. Roll call vote, 5 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

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

ANNOUNCE FINDINGS OF CLOSED SESSION

WPPA grievances will be held over until next month when the WPPA representatives can attend.

Motion/second(Schroeder/Hollander) to approve the Probationary evaluation for Kim Neuenfeldt and Amy Baudhuim. Motion carried.

COMMITTEE DISCUSSION

Next regular meeting: February 14, 2008 at 3:00 pm.

Future Agenda items for action and discussion: Smoke free policy, time sheets, Long Range Plan.

ADJOURNMENT

Motion/second(Hollander/Dallman) to adjourn at 4:25 PM. Motion carried.

Submitted by,



Marge Bestelmann

County Clerk