

PERSONNEL COMMITTEE MEETING

December 26, 2012

The meeting of the Personnel Committee was called to order by Chair Joanne Guden at 9:00 AM on Wednesday, December 26, 2012 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met.

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

Also Present: Marge Bostelmann, County Clerk
Mark Putzke, Chief Deputy
Sheriff Podoll
Dan Sondalle, Corporation Counsel
LeRoy Dissing, HHS
Scott Weir, Maintenance

The Pledge of Allegiance was recited.

AGENDA

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

MINUTES

Motion/second (Schweder/Trochinski) to approve the minutes of November 15 and November 27, 2012. Motion carried.

PUBLIC COMMENT (3 MIN LIMIT) – None

CORRESPONDENCE – None

APPEARANCES – None

RESOLUTIONS/ORDINANCES

CORONER'S POLICY AND PROCEDURES

The policies from the Coroner's office were reviewed by the members.

Motion/second(Wendt/Trochinski) to accept the policies as presented correcting a typographical error. Motion carried.

SHERIFF'S DEPARTMENT POLICY AND PROCEDURES

The policies from the Sheriff's office were reviewed by the members.

Motion/second(Henke/Wendt) to accept the policies as presented. Motion carried.

FILL VACANT POSITION

Maintenance Repairperson – Information was presented on filling the position.

Motion/second(Trochinski/Schweder) to approve filling the position. Motion carried.

County Clerk's Administrative Assistant - Information was presented on filling the position. Bernhagen will be retiring on February 1st.

Motion/second(Henke/Wendt) to approve filling the position. Motion carried.

Economic Support Worker – Information was presented on filling the position.

Dissing explained that Gwen Jessen is retiring.

Motion/second(Trochinski/Schweder) to approve filling the position. Motion carried.

Adult Protective Social Worker – Information was presented on filling the position

Dissing explained that the person in this position will be relocating with her family to LaCrosse.

Motion/second(Wendt/Schweder) to approve pending approval of HHS Board. Motion carried.

UPDATE JOB DESCRIPTIONS

Dissing stated his department has done an extensive review of all job descriptions pending the wage study.

Motion/second(Trochinski/Wendt) to approve the changes to the ~~wage study~~ job descriptions. Motion carried.

CLERK'S REPORT

Bostelmann explained that she will host a meeting for the 4 Counties and Wipfli tomorrow to discussion the procedures for the wage studies.

MOVED INTO CLOSED SESSION PER:

Motion/Second(Henke/Wendt) to move into closed session per:

- Wis. Stat §19.82 (1) to meet for the purpose of collective bargaining under subch. I, IV, V, or VI of Ch. 111;
- Wis. Stat. §19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;
- Wis. Stat. § 19.85 (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. This closed session relates to law enforcement and other employee union negotiation Strategies

Roll call vote, 5 ayes and 0 nays, motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON MATTERS DISCUSSED IN CLOSED SESSION

Motion/second(Wendt/Trochinski) to resume open session. Roll call vote, 5 ayes and 0 nays, motion carried.

The Committee was advised of an administrative suspension in the Sheriff's Office.

Motion/second(Guden/Wendt) to accept the evaluations for LeRoy Dissing and the 6 month evaluation for Amanda Greening. *Motion carried.*

Discussion with Borowski by phone to set exchange of proposals with AFSCME Courthouse and

Highway Unions on January 22, 2013.

COMMITTEE DISCUSSION

- Future meeting date: Special meeting on January 22 at 5 pm (meet with unions at 6:00pm) and regular meeting on January 24 at 5 pm
- Future Agenda items for action & discussion: January 22 exchange of proposal with AFSCME unions.

ADJOURNMENT

Motion/second (Henke/Trochinski) to adjourn at 10:20 am. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk