

PERSONNEL COMMITTEE MEETING
January 22, 2015

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 5:00 PM on Thursday, January 22, 2015 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. The Pledge of Allegiance was recited.

Present: Joe Gonyo
Sue Wendt
Maureen Schweder
Harley Reabe
Paul Schwandt

Also Present: Marge Bostelmann, County Clerk
Amy Brooks, Highway Commissioner
Mark Putzke, Chief Deputy
LeRoy Dissing, HHS Director
Tony Daley, Berlin Journal

Diane Meulemans, Corporation Counsel
Sheriff Podoll
Phil Robinson, Deputy Director HHS
Judge Slate

AGENDA

Motion/second (Reabe/Schwandt) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Wendt/Schweder) to approve the minutes of December 18th as presented. Motion carried.

CORRESPONDENCE – None

APPEARANCE

- Performance Management – Ben Fauske: Fauske reviewed the development meetings he has had with departments and staff. He presented the leadership competencies which were developed by department heads and staff in separate meeting. The competencies were explained to employees earlier in the day. Fauske explained that many employees see this as a positive step forward, while a few are skeptical. Most concerns relate to consistency in evaluations by department heads and consistent evaluation standards for department heads.

JOB DESCRIPTIONS – None

FILL VACANT POSITIONS

Mechanic II Position - Hwy: Brooks explained that the person who was in the Mechanic II position has left for another job and provided information for the need to fill the position. This has been approved by the Highway Committee.

Motion/second(Reabe/Schwandt) to approve filling the Mechanic II position. Motion carried.

Lead Bus Driver – FRI: Dissing explained the lead bus driver at FRI is retiring. He presented information and the need to fill the position. Filling the position has been approved by the HHS Board.

Motion/second(Wendt/Schweder) to approve filling the lead th lead bus driver position. Motion carried.

Deputy Veteran Service Office – VSO: The Deputy Veteran Service Officer has applied for the vacant VSO position. If Deputy is selected and the position becomes vacant the HHS Board would like approval to fill it rather than waiting a month for approvals. The current VSO will be retiring at the beginning of February. *Motion/second(Reabe/Schwandt)* to approve filling the Deputy Veteran Service Officer position if the position is vacated because the Deputy is selected to fill the VSO vacant position. Motion carried.

Register in Probate – Circuit Court: Judge Slate stated that the Register in Probate has resigned and he provided the information on the position. He also stated that he has appointed Amy Thoma, Clerk of Court to fill the position on an interim basis until a RIP can be hired. He is requesting that she be paid a stipend of \$172/week while she is performing the duties as interim.

Motion/second(Wendt/Reabe) to approve filling the Register in Probate position and approve Amy Thoma, Clerk of Courts, interim RIP to receive a stipend of \$172/week during her temporary appointment of the position. Motion carried.

CIRCUIT COURT LTE POSITIONS

Judge Slate requested permission to hire a LTE until the RIP position is filled. He used Nan Hanson, float position in the County Clerk's office, to help with some task in the RIP office, and will do so in the future as needed. The LTE hours would be no more than 20 hours per week until the position is filled.

Motion/second(Reabe/Schwandt) to approve the LTE position in the Circuit Court office. Motion carried.

VOLUNTARY UNPAID LEAVE – None

RESOLUTIONS/ORDINANCES

Res. 1 – 2015 Restructuring the Health Unit within the Department of Health & Human Services: Dissing presented the resolution and explained the restructuring and cost savings of the restructuring.

Motion/second(Wendt/Reabe) to approve the resolution and send on to the County Board. Motion carried.

Ord. 1106 – 2015 Amending Ordinance 1042 – 12 Personnel Policy and Procedures Manual, Vehicle Usage Policy, Appendix H: This is the amendment approved at last month's Personnel Committee meeting. *Motion/second(Schwandt/Reabe)* to approve the Ordinance and send on to the County Board. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented in the amount of \$3,433.60

Motion/second(Schwandt/Wendt) to approve the vouchers. Motion carried.

CLERK'S REPORT – None

MOVE INTO CLOSED SESSION

- 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 – This closed session relates to compensation for the Hwy Mechanic II Interim employee.

The committee did not move into closed session. Brooks requested permission to pay an employee who is filling in for the vacant mechanic II position at the Mechanic II pay rate. This is \$1.06/hour more than the employees current position pay.

Motion/second(Reabe/Schwandt) to approve the employee filling the vacant mechanic II position receive the mechanic II pay rate while performing the job. Motion carried.

COMMITTEE DISCUSSION

- Future meeting date: Regular meeting on February 19, 2014 at 5:00 pm. (Gonyo will not be present.)
Mediation session with WPPA: March 18, 2015 at 5:00 pm.
- Future Agenda items for action & discussion:

ADJOURNMENT

Gonyo adjourned the meeting at 5:54 pm.

Submitted by,

Marge Bostelmann
County Clerk