

PERSONNEL COMMITTEE MEETING
October 20, 2011

The meeting of the Personnel Committee was called to order by Chairman Joanne Guden at 4:00 PM on Thursday, October 20, 2011 in the County Board Room, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Joanne Guden
Gene Henke
Dan Priske
Maureen Schweder
John Zelenski

Also Present: Liz Otto, Deputy County Clerk
John Selsing, Corp Counsel
Jeff Haase, Asst. Corp Counsel
Leroy Dissing, HHS Deputy Director
Sheriff Mark Podoll
Chief Deputy Mark Putzke
Al Shute, Director of Planning & Zoning
Tony Daley, Berlin Journal

AGENDA

Motion/second (Priske/Henke) to approve the agenda. All ayes. Motion carried.

Chairman Joanne Guden stated that from this point forward Assistant Corporation Counsel Jeff Haase will be the legal counsel for the Personnel Committee due to pending litigation from Attorney John Selsing. Selsing stated that this is not possible without a majority vote by the committee and that he would continue to act as legal counsel until that time. No action taken.

MINUTES

Motion/second (Priske/Schweder) to approve the minutes of June 6 and September 22, 2011. All ayes. Motion carried.

PUBLIC COMMENT (3 MIN LIMIT) None

CORRESPONDENCE None

APPEARANCES None

FILLING VACANT POSITIONS – Health & Human Services Director

Health & Human Services Director Linda Van Ness will be retiring from her position at year end. Her last day of work will be December 22, 2011. ***Motion/Second (Priske/Schweder)*** to accept the resignation from Linda Van Ness and send it to County Board for final approval. Motion carried. Chairman Guden stated that she is appointing Maureen Schweder and Marge Bostelmann, HR Coordinator, to work with the Health & Human Services Personnel sub-committee to help in

finding a replacement for Van Ness.

REVIEW VOLUNTARY UNPAID LEAVE PROGRAM

Deputy Clerk Liz Otto informed the committee that 15 employees have taken advantage of the unpaid leave program so far in 2011 with a savings to the county of approximately \$7,800.00. Resolution 38-2010 allows the committee to extend the program for an additional 12 months if deemed necessary for financial purposes. *Motion/Second (Schweder/Zelenski)* to extend the Voluntary Unpaid Leave Program for 2012. Motion carried.

RESOLUTIONS/ORDINANCES

- Ordinance 1004-2011 Personnel Policy & Procedure Manual, Use of Personal Appliances. There has been an additional paragraph inserted regarding the use of battery operated radios and iPods. *Motion/Second (Henke/Schweder)* to approve the Ordinance and send on to the November County Board. Motion carried.
- Ordinances 1005-2011 Personnel Policy & Procedure Manual, Grievance Procedure Manual, Grievance Procedure. Chairman Guden explained that there are minor wording changes that need to be made. *Motion/Second (Priske/Zelenski)* to approve the Ordinance and send on to the November County Board. Motion carried.

CLERK'S REPORT

2012 Budget – Chairman Guden reported that the budget has come in better than expected according to County Clerk Marge Bostelmann. Deputy Clerk Otto stated that most departments met the 3% reduction requested by Finance, there is less decrease than expected in shared revenue, and a levy limit increase due to net new construction within the county.

A report from the Wisconsin Compensation Rating Bureau was submitted regarding worker compensation claims filed for 2011. The county rating is better than last year at .75 instead of .89. Clerk Bostelmann has not received the final premium for 2012 yet. There has been no lost time or restrictions so far this year.

CLOSED SESSION

Motion/second (Priske/Zelenski) to move into closed session per ss. 19.85(1)c: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility – Personnel Evaluations. Roll call vote - 5 ayes – 0 nays. Motion carried.

RESUME OPEN SESSION

Motion/second (Schweder/Henke) to resume open session. Roll call vote – 5 ayes – 0 nays. Motion carried.

ANNOUNCE FINDINGS OF CLOSED SESSION

The committee reviewed probationary evaluation for Kathy Ninneman.

Motion/Second (Schweder/Henke) to approve the probationary evaluation of Kathy Ninneman. Motion carried.

COMMITTEE DISCUSSION

Supervisor Henke asked for clarification on the issues surrounding Corporation Counsel John Selsing and Green Lake County. Chairman Joanne Guden stated that she is unable to give any information due to legal issues but that this would be discussed at the November 7, 2011 Administrative Committee meeting. Attorney Selsing stated that he is normally reappointed at the November County Board meeting and he feels that the Administrative Committee meeting date should be changed in order to allow for ample time for County Board.

- Future meeting date: November 17, 2011
- Future Agenda items for action & discussion

ADJOURNMENT

Motion/second (Schweder/Henke) to adjourn at 4:25 PM. All ayes. Motion carried.

Submitted by,

Liz Otto
Deputy County Clerk