

**PERSONNEL COMMITTEE MEETING**  
**February 17, 2016**

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 5:30 PM on Wednesday, February 17, 2016 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  
Paul Schwandt (5:31)  
Maureen Schweder  
Harley Reabe

Also Present: Marge Bostelmann, County Clerk  
Jack Meyers, Board Chair  
Mark Putzke, Chief Deputy  
Jeanne Theune, Child Support  
Gene Thom, Supervisor

Dawn Klockow, Corporation Counsel  
Sheriff Podoll  
Linda Van Ness, HHS Director  
Andrew Christianson, DA  
Tony Daley, Berlin Journal

**AGENDA**

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

**MINUTES**

*Motion/second (Wendt/Schweder)* to approve the minutes of January 18, 2016 as presented. Motion carried.

**CORRESPONDENCE** – None

**JOB DESCRIPTIONS/FILL VACANT POSITIONS**

- ADRC Resource Specialist: Linda Van Ness appeared to explain what the ADRC Resource Specialist does and the need for the position. It is 100% funded by the ADRC.

*Motion/second(Schweder/Reabe)* to approve the job description and filling the position. Motion carried.

- Child Support Administrator: Reabe stated that at the County Board meeting last night he requested Corporation Counsel to review if the joint meeting and the motion made was conducted appropriately. Klockow will provide an answer at the next County Board meeting in March.

*Motion/second(Reabe/Schwandt)* to postpone action on filling the vacancy until after the March 15<sup>th</sup> County Board meeting at which time the Corporation Counsel will provide an opinion if the joint meeting motion was appropriate. Motion carried.

- Paralegal/Office Manager: Andrew Christenson appeared to explain the revised job description, the need for the position and request approval to fill the position.

*Motion/second(Schwandt/Reabe)* to approve the revised job description and filling the position. Motion carried.

**VOLUNTARY UNPAID LEAVE REQUEST** – None

**RESOLUTIONS/ORDINANCES** – None

**MONTHLY VOUCHERS** – None

**CLERK'S REPORT**

Performance Management: Bostelmann spoke with Ben Fauske last week regarding a pay structure policy and funding to implement pay for performance. Fauske would like to come and discuss this with the committee at their next regular meeting on March 17<sup>th</sup>.

**COMMITTEE DISCUSSION**

- Future meeting date: March 17<sup>th</sup> at 5:30 PM
- Future Agenda items for action & discussion: Appearance: Ben Fauske

**ADJOURNMENT**

Gonyo adjourned the meeting at 5:40 PM.

Submitted by,

Marge Bostelmann  
County Clerk