

PERSONNEL COMMITTEE MEETING
February 23, 2017

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 6:00 PM on Thursday, February 23, 2017 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	Absent:	Paul Schwandt
	Robert Schweder		
	Sue Wendt		
	Robert Lyon		

Also Present:	Liz Otto, County Clerk	Dawn Klockow, Corporation Counsel
	Jason Jerome, HHS Director	Amy Brooks, Hwy Commissioner
	Cathy Schmit, Cty Administrator	Sheriff Mark Podoll
	Harley Reabe, Cty Board Chair	Tucker Johnson, vbrnow.com

AGENDA

Motion/second (Schweder/Lyon) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Wendt/Schweder) to approve the minutes of November 17, 2016 as presented. Motion carried.

CORRESPONDENCE – None

APPEARANCES

- Tucker Johnson of VBRNOW.com gave a presentation on accident insurance, critical illness insurance, and life insurance that his company offers. Premiums never change for employees and are pre-tax except for the life insurance. The premiums would be payroll deductions but there is no cost to the County. Tucker answered questions at the end of his presentation.

WPPA NEGOTIATION SCHEDULE

County Administrator Cathy Schmit received a letter from the WPPA requesting a negotiation schedule for the next WPPA contract. Chairman Gonyo requested a Closed Session meeting for the initial proposal. The first meeting will be held on February 28, 2017 at 5:00 PM.

REVIEW OF ADMINISTRATIVE POLICY MANUAL

Administrator Schmit stated she does not have this policy changed in draft form yet but will have it done in March.

REVIEW OF PERSONNEL POLICIES AND PROCEDURES MANUAL

Administrator Schmit handed out a draft form of proposed changes to the Policies and Procedures Manual. She asked that committee members look it over and it will be reviewed at the March meeting.

FINAL WIPFLI STUDY AND PERFORMANCE MANAGEMENT POLICY

Administrator Schmit gave the committee an update on the proposed changes to the WIPFLI study which include aging for inflation and a few positions that have been reclassified. She has adjusted the range from 80% up to 120% which has allowed more employees to fall within the scale.

RESOLUTIONS/ORDINANCES

- **Resolution Relating to Updated WIPFLI Study and Base Wage Review**

Administrator Schmit explained to the committee that she is asking to use approximately \$55,000 of unspent salary/fringes from 2016 as a carryover to fund her proposed changes to the WIPFLI study and pay for performance. She is also requesting that the wage scale be adjusted on July 1 of each year by the CPI-U index.

Motion/second (Schweder/Lyon) to approve the resolution and send it on to the County Board. All ayes. Motion carried.

- **Resolution Relating to Creating a HR Coordinator Position in the County Administrator Office**

Administrator Schmit discussed the position and the wage associated with it.

Motion/second (Wendt/Lyon) to approve the resolution and send it on to the County Board. All ayes. Motion carried.

- **Resolution Relating to Offering Universal Life Insurance Coverage, Critical Illness Coverage, and Accident Plans to Green Lake County Employees through vbrnow.com**

Corporation Counsel Dawn Klockow recommended changing the resolution to include language regarding the pre-tax options. *Motion/second (Schweder/Gonyo)* to change the text in the resolution as recommended. All ayes. Motion carried.

Motion/second (Lyon/Schweder) to approve the resolution and send it on to the County Board. All ayes. Motion carried.

CLERK’S REPORT – None

COMMITTEE DISCUSSION

Future meeting date: WPPA negotiations – February 28, 2017 at 5:00 PM

Regular meeting – March 23, 2017 at 6:00 PM

Future agenda items:

ADJOURNMENT

Chairman Gonyo adjourned the meeting at 6:49 PM.

Submitted by,

Liz Otto
County Clerk