



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Margaret R. Bostelmann, WCPM  
County Clerk

Office: 920-294-4005  
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## *Personnel Committee Meeting Notice*

*Date: December 17, 2015 Time: 5:30 PM*  
*Green Lake County Government Center,*  
*County Board Room, 571 County Rd A, Green Lake WI*

### Amended\* AGENDA

#### **Committee Members**

*Joe Gonyo,*  
*Chairman*  
*Sue Wendt, Vice-*  
*Chair*  
*Harley Reabe*  
*Maureen Schweder*  
*Paul Schwandt*

*Margaret R*  
*.Bostelmann,*  
*Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 08/20/15
6. Correspondence
7. Job Descriptions
8. Fill Vacant Positions
  - Behavioral Health Unit Manager
  - \*Paralegal/Office Manager
9. Review Organizational Assessment from Schenck
10. Evaluate Child Support Agency
11. Voluntary Unpaid Leave Request
12. Time System for County Building
13. Resolutions/Ordinances
14. Monthly Vouchers
15. Performance Management
16. Wage Scale
17. Clerk's Report
  - Relating to agenda items
18. Committee Discussion
  - Future Meeting. Dates: Meeting September February 18 at 5:00 pm
  - Future Agenda items for action & discussion
19. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Margaret R. Bostelmann

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or Audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date Of the meeting.**