

PERSONNEL COMMITTEE MEETING

June 14, 2007

The meeting of the Personnel Committee was called to order by Chair John Brennan at 3:00 PM on Thursday, June 14, 2007 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: John Brennan
Margaret Hollander
Elden Dallman
Bob Krause
Gene Schroeder

Absent: Bob Krause

Also Present: Marge Bostelmann, County Clerk
Orrin Helmer, Board Chair
Brenda Keller, HR Consultant
Sheriff Mark Podoll
LeRoy Dissing, HHS Deputy Director
AFSCME Union: Tom Wishman, Missy Zamzow, Tracy Soda and Bob Jahn
WPPA: Ed Vander Bloomen, Dense Oft, Ted Kuklinski, Kevin Manning, Jeff Kiener

AGENDA

Motion/second (Schroeder/Hollander) to approve the agenda. Motion carried.

MINUTES

Motion/second (Dallman/Schroeder) to approve the minutes May 10, 2007. Motion carried.

PUBLIC COMMENTS None

CORRESPONDENCE None

APPEARANCES None

CARRYOVER OF VACATION

Dissing presented a letter from Joan Renn requesting to carry over 8 days of vacation.
Motion/second(Hollander/Dallman) to approve carrying over the vacation in accordance with County policy. Motion carried.

FILLING OF VACANT POSITIONS

Dissing requested to fill the position of psychiatric nurse vacated by Annabelle Humphrey who is retiring. The HHS Board reviewed the position and is requesting that it be filled.
Motion/second(Schroeder/Hollander) to approve filling the vacant position. Motion carried.

Dissing stated that HHS filled the data entry specialist. Over 190 applications were received.

APPROVAL OF SHARED LEAVE No requests at this time.

HR REPORT

- Discuss proposed Attendance Policy – Keller presented additional information on an attendance policy and a sample policy from Fond du Lac, and the City of Appleton. The Committee liked the Racine policy provided last month. Keller will continue to work on a policy.
- Review Secondary Employment Policy – Tom Wishman, Tracy Soda, Missy Zamzow and Bob Jahn appeared to discuss the grievance filed on behalf of all three unions. Wishman stated he is here to try to convince the committee that the County does not need a policy. Wishman stated that management rights give control to the County over the time when the employee is at work for the county. He also stated that the County has no right to try to control the employees time when they are not at work for the County. If at any time the employee has a conflict, the County has the ability to address the issue. The County has the right to hold the employee accountable through evaluation and discipline for any issues that comes up on the job. Wishman explained that the employees are very upset about this because the employees do not think that the employer has the right to control the employees off time. The committee discussed the policy and will be modifying the policy. The current employee policy addresses conflicts of interest that relate to outside employment.
- Information from WACPD/WPECRA – The information was sent to the committee. Keller highlighted the training on violence in the work place and would like to share that with the Sheriff's office.
- Review of Job Classifications – Keller presented the job classification on the Legal Secretary and Family Court Commissioner.
Motion/second(Schroeder/Dallman) to table this and send it to the Administration Committee for reviewed and a recommendation. Motion carried.

REQUEST FOR UNPAID LEAVE

A highway employee is requesting unpaid leave. He is a long term employee who has been with the County for 33 years. Keller presented information showing that he has taken all his vacation and personal time since his anniversary date in October which amounts to over 7 weeks. He also has used all his sick time.

Motion/second(Schroeder/Dallman) to deny the request for unpaid leave. Motion carried.

RESOLUTIONS/ORDINANCES

Dissing presented a resolution to create a CLTS/CCS Care Manager Position. This has been a LTE position. The Health & Human Service board has approved this position. Revenues generated will fund the position.

Motion/second(Hollander/Dallman) to approve the creation of this position and send it on to County Board. Motion carried.

CLERK'S REPORT: None.

VOUCHERS

Brenda Keller, Resources Consulting for June 2007 in the amount \$3,003.00
Motion/second (Dallman/Schroeder) to approve the voucher. Motion carried

CLOSED SESSION

Motion/second(Schroeder/Hollander) to move into closed session per ss. 19.85(1)(c) to discuss employee evaluations, Grievance AFSCME Courthouse Union, Negotiation WPPA Union and Employee Status & Wages. Roll call vote, 5 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Schroeder/Dallman) to resume open session. Roll call vote, 5 ayes – 0 nays, motion carried.

Motion/second(Schroeder/Hollander) to approve the probationary evaluations for Mike Prachel and Sheri Reimer. Motion carried.

Motion/second(Dallman/Schroeder) to send information on the corporation counsel position status and wage evaluation to the Administrative Committee for consideration and recommendation. Motion carried.

COMMITTEE DISCUSSION

Next regular meeting: July 12 at 2:00 pm.

Future Agenda items for action and discussion: Schroeder stated that the Law Enforcement Committee discussed health insurance with the Coroner. The coroner was told that elected official's benefits can not change during the term of office.

ADJOURNMENT

Motion/second(Hollander/Schroeder) to adjourn at 6:25 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk