PERSONNEL COMMITTEE MEETING

November 18, 2010

The meeting of the Personnel Committee was called to order by Vice-Chair Maureen Schweder at 4:00 PM on Thursday, November 18, 2010 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Maureen Schweder Absent: Joanne Guden

Dan Priske Gene Henke John Zelenski

Also Present: Marge Bostelmann, County Clerk

John Selsing, Corp Counsel

LeRoy Dissing, Deputy HHS Director

Mark Putzke, Chief Deputy

Melissa Sorenson, Code Enforcement Department

AGENDA

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

MINUTES

Motion/second (Priske/Henke) to approve the minutes of October 21, 2010. All ayes. Motion carried.

CLOSED SESSION

Motion/second (Zelenski/Priske) to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Exit Interview (g) Conferring with legal counsel to discuss pending litigation. Roll call vote, 4 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second (*Zelenski/Henke*) to resume open session. Roll call vote, 4 ayes – 0 nays, motion carried.

ANNOUNCE FINDINGS OF CLOSED SESSION

Motion/second(Priske/Zelenski) to approve the probationary evaluation for Sara Radloff. Motion carried.

PUBLIC COMMENT – None

CORRESPONDENCE – None

APPEARANCES – None

INCOME CONTINUATION QUOTE - WPPA

Bostelmann presented three income continuation quotes. Standard was the lowest bid. *Motion/second(Priske/Henke)* to approve the income continuation quote from Standard. Motion carried.

PERSONNEL POLICIES AND PROCEDURES MANUAL

• Dress & Grooming – appropriate footwear.

Bostelmann presented the amended dress code as discussed last month.

Voluntary Unpaid Leave Program 2011.

Bostelmann presented a voluntary unpaid leave policy for review. Discussion was held.

RESOLUTIONS/ORDINANCES

Resolution to support Green Lake County Voluntary Unpaid Leave Program for 2011: *Motion/second(Priske/Zelenski)* to approve the resolution and send on to the County Board in December. Motion carried.

Resolution to Restructure County Clerk's Office: Bostelmann presented the resolution approved by the Administrative Committee based on County Board supervisor input.

Motion/second(Priske/Henke) to approve the resolution. Roll call vote; 4 ayes, no nays. Motion carried.

Ordinance Relating to Amending Ordinance No. 811-04 Personnel Policy & Procedure Manual, Dress and Grooming:

Motion/second(Henke/Zelenski) to approve the ordinance amendment and send on to the County Board in December. Motion carried.

CLERK'S REPORT

The Clerk's Report addressed specific agenda items.

MONTHLY VOUCHERS

Davis & Kuelthau Grievance \$329.00 *Motion/second(Priske/Zelenski)* to approve payment of the voucher. Motion carried.

COMMITTEE DISCUSSION

Future meeting date: Wednesday, December 22, 2010 at 4:00.

Future agenda Items for action and Discussion:

ADJOURNMENT

Motion/second (Priske/Zelenski) to adjourn at 4:45 PM. All ayes. Motion carried.

Submitted by,

Marge Bostelmann County Clerk