

## PERSONNEL COMMITTEE MEETING

October 21, 2010

The meeting of the Personnel Committee was called to order by Chair Joanne Guden at 4:00 PM on Thursday, October 21, 2010 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Joanne Guden  
Maureen Schweder  
Dan Priske  
Gene Henke  
John Zelenski

Also Present: Marge Bostelmann, County Clerk  
Sheriff Mark Podoll  
Jeff Haase, Assistant Corp Counsel  
Bob Podgorski, Highway Commissioner  
LeRoy Dissing, Deputy HHS Director  
Al Shute, LUPZ Director  
Tony Daley, Berlin Journal

### AGENDA

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

### MINUTES

*Motion/second (Henke/Zelenski)* to approve the minutes of September 23, 2010. All ayes. Motion carried.

### CLOSED SESSION

*Motion/second (Priske/Zelenski)* to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Employee Medical History, Exit Interview (g) Conferring with legal counsel to discuss pending litigation. Roll call vote, 5 ayes – 0 nays, motion carried.

### RESUME OPEN SESSION

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

### ANNOUNCE FINDINGS OF CLOSED SESSION

*Motion/second (Henke/Zelenski)* to approve the probationary evaluation for Noelle Timm. Motion carried.

The Committee discussed the medical history of employees and reviewed the written exit interview of Elizabeth Taylor.

PUBLIC COMMENT – None

CORRESPONDENCE – None

APPEARANCES – None

### PERSONNEL POLICIES AND PROCEDURES MANUAL

- Dress & Grooming – appropriate footwear.

Bostelmann explained that at the last Loss Control Meeting appropriate footwear was discussed.

This is a concern for someone getting hurt. Footwear is not addressed in the policy. She will review the policy and provide and update to consider next month.

### **INCOME CONTINUATION QUOTE - WPPA**

Bostelmann explained that part of the settlement with the WPPA union was to provide income continuation. It was believed that this could be provided through the State Employee Trust Fund but they will not provide coverage for only one union. Bostelmann is soliciting quotes from other vendors at this time.

### **UNPAID LEAVE REQUEST**

Amy Higginbotham is requested unpaid leave for all Fridays in September due to daycare unavailability with her current provider.

**Motion/second(Priske/Schweder)** to approve unpaid leave for Amy Higgenbotham. Motion carried.

### **FILLING OF VACANT POSITIONS**

- General Laborer Vacancy

Bob Podgorski presented information and explained why this position is needed and should be filled.

**Motion/second(Priske/Henke)** to approve filling the position. Motion carried.

- Economic Support Services Unit Manager

Dissing explained the vacancy and explained why the position is needed and should be filled.

**Motion/second(Henke/Zelenski)** to approve filling the position. Motion carried.

### **RESOLUTIONS/ORDINANCES** – None

### **CLERK'S REPORT**

The Clerk's Report addressed specific agenda items.

### **MONTHLY VOUCHERS** - None

### **COMMITTEE DISCUSSION**

Discussion was held on approval of unpaid leave as a source of reducing costs in the 2011 budget.

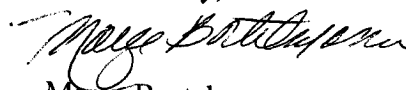
**Future meeting date:** November 18, 2010 at 4:00.

**Future agenda Items for action and Discussion:** review policy for unpaid leave policy.

### **ADJOURNMENT**

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

Submitted by,



Marge Bostelmann  
County Clerk