

PERSONNEL COMMITTEE MEETING

November 13, 2008

The meeting of the Personnel Committee was called to order by Vice-Chair Elden Dallman at 3:00 PM on Thursday, November 13, 2008 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Schroeder
Elden Dallman
Maureen Schweder
Bob Krause
Howard Sell

Also Present: Marge Bostelmann, County Clerk
Orrin Helmer, Board Chair
Dan Priske, County Board Vice-Chair
John Selsing, Corporation Counsel
Brenda Keller, HR Consultant
Mark Podoll, Sheriff
LeRoy Dissing, HHS Deputy Director

AGENDA

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

MINUTES

Motion/second (Krause/Sell) to approve the minutes of October 16, 2008 with the correction that Sell was absent. Motion carried.

PUBLIC COMMENTS

CORRESPONDENCE – None

APPEARANCES

CARRYOVER OF VACATION

A request was submitted by Cindy Stobbe for 32 hours. This has not been approved by the HHS Committee because of the timing of the meetings this month.

Motion/second(Dallman/Schweder) to approve the request by Cindy Stobbe for 32 hours in accordance with County Policy pending HHS approval. Motion carried.

FILLING OF VACANT POSITIONS

The Long-term care manager will be retiring and the HHS board has approved filling the position when the resignation is received.

Motion/second(Krause/Sell) to approve filling the position. Motion carried.

HR REPORT

- **Discuss Protocol for Pandemic/Disaster** – The protocol was presented and Keller added an additional paragraph suggested by Kathy Munsey.

Motion/second(Schweder/Dallman) to approve the plan and send it to the County Board.
Motion carried.

- **Review Procedural Outline for Position/Program Review & Analysis** – Keller presented the outline and explained how she would complete the analysis. Discussion was held on procedure, questions that should be asked, who should be asked, who the programs affect, determination how to make the county lean. Keller and Bostelmann will look into lean training for managers.

ANALYSIS OF ALL COUNTY POSITIONS – Discussed under HR Report.

RESOLUTIONS/ORDINANCES – None

CLERK'S REPORT

Bostelmann provided the Committee with a copy of a letter sent to Ed Vander Bloomen regarding reimbursement of the uniform allowance for Law Enforcement employees. Bostelmann explained in the letter that certain item reimbursements are considered taxable income and should be paid through the payroll process.

Bostelmann explained that the union contracts state that upon retirement sick leave shall be “paid into an account to pay for retiree health expenses, or at the employee’s options, paid into a tax deferred account”. Based on this language, Bostelmann would like to investigate a Post Employment Health Plan (PEHP). Currently the County pays the premium for employees who continue the County health plan until the amount of sick leave funds is exhausted. A PEHP would allow the employee a plan where they could pay the premium or other health expenses or both. Bostelmann will give more information to the committee next month on a PEHP.

VOUCHERS

Brenda Keller, Resources Consulting for November 2008 in the amount \$3,196.24

Motion/second(Dallman/Sell) to approve the voucher. Motion carried

CLOSED SESSION

Motion/second(Sell/Krause) to move into closed session per ss. 19.85(1)(c) Evaluations, Personnel Matters, Grievance, (g) confer with legal counsel to discuss pending litigation. Roll call vote, 5 ayes – 0 nays, motion carried.

RESUME OPEN SESSION

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

ANNOUNCE FINDINGS OF CLOSED SESSION

Motion/second(Dallman/Krause) to approve hiring the psychiatric nurse at the 3rd step. Motion carried.

Motion/second(Krause/Schweder) to accept the annual evaluation for Jerry Beuthin and Troy Schroeder and the 6 month evaluation for Becky Pence. Motion carried.

COMMITTEE DISCUSSION

Long Range Plan: The loan papers to borrow \$5 million were sent to the State today.

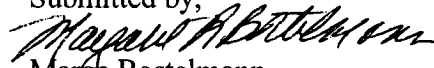
Next regular meeting: December 11, 2008 at 3:00 pm.

Future Agenda items for action and discussion: How to Raise Revenue

ADJOURNMENT

Motion/second(Sell/Dallman) to adjourn at 4:45 PM. Motion carried.

Submitted by,



Marge Bostelmann

County Clerk

