

**PERSONNEL COMMITTEE MEETING**  
**August 18, 2011**

The meeting of the Personnel Committee was called to order by Chair Joanne Guden at 3:00 PM on Thursday, August 18, 2011 in the County Board Room, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

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

Also Present: Marge Bostelmann, County Clerk  
John Selsing, Corp Counsel  
Linda Van Ness, HHS Director  
LeRoy Dissing, HHS Deputy Director  
Sheriff Podoll  
Chief Deputy Mark Putzke  
Al Shute, Director of Planning  
Becky Pence, Highway Admin Assist  
Dan Borowski, Phillips Borowski  
Tony Daley, Berlin Journal

**AGENDA**

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

**MINUTES**

*Motion/second (Priske/Henke)* to approve the minutes of July 21, 2011. All ayes. Motion carried.

**PUBLIC COMMENT (3 MIN LIMIT)** None

**CORRESPONDENCE** None

**BUDGET REPAIR BILL ACT 10 GRIEVANCE PROCEDURE – DAN BOROWSKI**

Dan Borowski continued the process of developing the Grievance Procedure as required by Act 10. Forms associated with the Procedure were also discussed and format approved. The Procedure as developed will be forwarded to Bostelmann and forwarded to the Committee for review prior to going to the County Board in September.

**APPEARANCES** None

**FILLING VACANT POSITIONS** – None

**DISTRICT ATTORNEY REQUEST FOR A LEGAL OPINION – CORPORATION**

## **COUNSEL RESPONSE**

Winn Collins appeared and stated that his department is 93% salaries and he cannot meet the 3% reduction request from the Finance Committee. He would like a legal opinion from Selsing as to whether the county can reach the 3% reduction through layoffs or furloughs.

Selsing stated that at Finance meeting the Committee stated that not all departments can cut 3% without reducing employees. The Finance Committee will review the budget and see where the final number is. At that time they will determine if layoffs are appropriate and request the Personnel Committee to determine the layoffs.

Selsing stated that the County can do layoffs and furloughs of union employees based on the management rights clause in the union contract.

Collins is requesting that this committee request Selsing to give a legal opinion on what options exist for the county to meet the required reduction in levy.

The Committee directed Selsing to write a legal opinion addressing the different options available to department heads for personnel reductions; specifically layoffs and furloughs and how bumping may enter into the situation. Selsing will give the opinion by the next meeting. This opinion will also be needed by the Finance committee when looking at reduction of costs.

## **RESOLUTIONS/ORDINANCES**

- Res. 18-2011 Restructuring the Economic Support Unit within the Department of Health & Human Services. Dissing explained the change being made and why.  
*Motion/Second(Priske/Schweder)* to approve the resolutions

## **CLERK'S REPORT**

2012 Budget – Bostelmann explained where the preliminary budget is and explained the importance as to why it is important for all department heads and committee to work together to meet the levy limit.

## **CLOSED SESSION**

*Motion/second (Priske/Henke)* to move into closed session per ss. 19.85(1) b: consider dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person. c: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility – (g) Conferring with legal counsel to discuss pending litigation. The closed session related to issues regarding – HHS Department. No evidentiary hearing will be conducted. Roll call vote, 5 ayes – 0 nays, motion carried.

## **RESUME OPEN SESSION**

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

**ANNOUNCE FINDINGS OF CLOSED SESSION**

The Committee approved disciplinary action of an HHS employee.

**COMMITTEE DISCUSSION**

Guden went to the Highway Committee and presented the information from the highway employee exit interview.

- Future meeting date: September 22, 2011
- Future Agenda items for action & discussion

**ADJOURNMENT**

*Motion/second (Priske/Henke)* to adjourn at 5:55 PM. All ayes. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk