

PERSONNEL COMMITTEE

November 7, 2012

The meeting of the Personnel Committee was called to order by Chair, Joanne Guden at 5:00 pm on Thursday, November 7, 2012 in the County Board Room, Green Lake Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Joanne Guden
Maureen Schweder
Richard Trochinski
Eugene Henke

Absent: Sue Wendt

Also Present: Marge Bostelmann, County Clerk
Attorney Daniel Borowski
Lori Evans, LE Admin Asst.
Al Shute, LUPZ
Paul Schwandt, Supervisor
Becky Pence, Highway
Dawn Brantley

Jack Meyers, County Board Chair
Sheriff Mark Podoll
Jim Hebbe, LCD
LeRoy Dissing, HHS
Amy Brooks, Highway Commissioner
Tracy Soda

The Pledge of Allegiance to the Flag was recited.

AGENDA

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

PUBLIC COMMENT (3 Minute limit) - None

CORRESPONDENCE – None

APPEARANCE – None

APPROVING JOB DESCRIPTION FOR THE MECHANIC/PARTS FOREMAN POSITION

Brooks presented a job description for a mechanic/parts foreman. This is proposed to combine the shop foreman position and a mechanic position. The job description and wage were reviewed and discussed. Henke stated that he is not in favor of losing a man in the highway department. Highway is short staff as it is. This will result in a loss of a position, but highway will review this in the future if needed.

Motion/second(Trochinski/Henke) to approve the job description and proposed wage. Motion carried.

RESOLUTIONS/ORDINANCES

Resolution 27-2012 Relating to Restructuring the Highway Department: Discussion was held.

Motion/second(Schweder/Trochinski) to approve the resolution and send on to the County Board. Motion carried.

CLOSED SESSION

Motion/Second(Trochinski/Schweder) to move into closed session per:

- Wis. Stat §19.82 (1) to meet for the purpose of collective bargaining under subch. I, IV, V, or VI of Ch. 111;
- Wis. Stat. §19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or

exercises responsibility;

- Wis. Stat. § 19.85 (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. This closed session relates to law enforcement and other employee union negotiation Strategies

Roll call vote, 4 ayes and 0 nays and 1 absent. Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON MATTERS DISCUSSED IN CLOSED SESSION

Motion/Second(Schweder/Henke) to resume open session. Roll call vote, 5 ayes, 0 nays and 1 absent, motion carried.

Discussion with counsel on impact of recent developments in collective bargaining and strategies addressing concerns.

DISCUSSION AND POSSIBLE ACTION ON SUPPLEMENTAL PAY POLICIES

Bostelmann explain the supplemental pays. Discussion was held. Bostelmann will work with Highway and Maintenance to determine safety shoe purchases in the future. On call pay for HHS and Maintenance and shift differential for Maintenance will remain the same until the wage study is complete. Law Enforcement is working on a revision in shift differential and their uniform allowance language.

DISCUSSION AND POSSIBLE ACTION ON ADMINISTRATIVE POLICY MANUAL & COUNTY PERSONNEL POLICIES AND PROCEDURES MANUAL

The committee reviewed the Policy and Manual and discussed typos and language clarification on Payroll Periods and Payment of Wages. Both documents will have consistent language. Corrections will be made and the documents will be sent out to the department heads and the Committee. The Committee will approve the documents at their regular meeting scheduled for November 15th.

GHT HEALTH INSURANCE PREMIUM COSTS

Bostelmann provided the premiums for health insurance. The PPO plan will be an increase of 10%. If all employees have the HMO the increase will be 4%. Bostelmann requested approval to move forward with the HMO and have the employee contributions remain the same as the 2012 contribution..

Motion/second(Henke/Trochinski) to approve HMO with the same benefit coverage, deductible and employee contributions as 2012. Motion carried.

COMMITTEE DISCUSSION

- **Future meeting dates: November 15, 2012, 5 pm**
- **Future Agenda items for action & discussion:**

ADJOURNMENT

Motion/second (Henke/Schweder) to adjourn at 6:40 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk