

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE

DATE: TUESDAY, DECEMBER 4TH, 2012

TIME: 6:00 PM

PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Shaffer called the meeting to order at 6:00 p.m. and read the agenda.

ROLL CALL

Members present: Scott Shaffer, Bucky Dailey, Jimmy Landru, Terry Lukas, Cheri Collins

Others present: County Board Chairman, Paul Millan, Shirley Mills, Tim Kalata, Lisa Kalata, Rev. Barbara Bolz, William Chaney, Diane Fenske Joyner, Pat DiMartino, Amy Krause, Cortney Britten, Charles Simono, Nora Matuszewski and Amanda Collette.

APPROVE AGENDA:

Motion to approve the agenda by Lukas seconded by Dailey at the discretion of the committee chairman. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE OCTOBER 23RD, 2012 MEETING

Motion by Lukas to approve the minutes from the October 23rd, 2012 Personnel and Finance meeting, seconded by Landru to accept the minutes with the following change, that the increase of 35 hours to 40 hours is a temporary move to help out the departments with their back log and did not include any other increase in benefits. This will be reviewed in January to make any other changes. Motion carried. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Lukas, seconded by Dailey to adjourn into closed session pursuant to section 19.85(1) (c) Wis. Stats., to: (1) conduct interviews for the Clerk/Steno position in the District Attorneys office. Roll call vote: Shaffer (Aye); Dailey (Aye); Landru (Aye); Lukas (Aye); Collins (Aye); Millan (Aye).

Interview was conducted of the candidate.

Motion by Shaffer to return to open session, seconded by Lukas. All present voting AYE. Motion carried.

Motion by Landru seconded by Collins to hire Amanda Mae Collette for the Clerk/Steno position in the DA's office, she needs to give 2 weeks notice but will come into the DA's office as soon as possible to get familiarized with the job. Motion carried. All voting AYE.

Discussed the hours of Collins volunteering her time in the court house for the employees to come to her with concerns. Collins will be in the courthouse for one day a week on Thursdays for 4 hours for the months of December and January at the end of this time the Personnel will review to see the benefits of this program. Collins will be paid mileage. Motion by Lukas seconded by Dailey. All present voting AYE. Motion carried.

Personal appearance by Lisa Kalata to discuss her professional experience. No action taken.

Deputy Treasurer training was discussed at the last meeting, the new deputy will begin on December 10, which was approved at the October 23rd, 2012 meeting.

Discussion of Veteran Service Officer work schedule, refer to the Veterans Committee. No action taken.

Discussion of a finance department. No action taken.

Discuss Labor Law Attorney issues, Millan was asked by the committee to contact Phillips and Borowski and try to have Andy Smith from the Rhinelander office to give a presentation to the committee.

ANY OTHER BUSINESS PERMITTED BY LAW

Other business that was discussed was taking off time without pay. This matter will be looked into.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Collins. All present voting AYE. Motion carried. Meeting adjourned at 8:37 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel meeting on December 18th, 2012.