

## **PERSONNEL COMMITTEE MINUTES**

COMMITTEE: PERSONNEL COMMITTEE

DATE: TUESDAY, DECEMBER 18<sup>TH</sup>, 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, Terry Lukas, Cheri Collins, Jimmy Landru absent. Others present: County Board Chairman, Paul Millan, Shirley Mills, Tim Kalata, Lisa Kalata, Andy Faust, NCWRPC, William Chaney, Diane Fenske Joyner, Cortney Britten, Teresa Erler, Dan Borowski, Andy Smith and Nora Matuszewski.

### **APPROVE AGENDA:**

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

### **APPROVE MINUTES FROM THE DECEMBER 4<sup>TH</sup>, 2012 MEETING**

Motion by Lukas to approve the minutes from the December 4<sup>th</sup>, 2012 Personnel and Finance meeting, seconded by Dailey to accept the minutes. All present voting AYE. Motion carried.

### **PRESENTATION BY DAN BOROWSKI AND ANDY SMITH**

Dan Borowski and Andy Smith from Phillips Borowski, S.C., discussed with the committee their experience and how their law firm can be an asset to Forest County if they are hired by the County. They talked about their relationship with Wisconsin County Mutual and how they will be able with in means to give fast response time on any questions or problems that come about within the County. They have a new office in Rhinelander that is headed up by Andy Smith to accommodate their clients in the northwoods.

### **PRESENTATION BY ANDY FAUST ON LAND RECORDS**

Andy Faust from NCWRPC came to discuss and explain to the board members what the Land Information Program is, why it was created, who sits on the committee, what it's purpose is and that NCWRPC is interested in continuing their work with the County. He explained that the County must designate a Land Information Officer who will be the main contact, who is responsible to fill out grant paper work, who reports on the expenditures for the year and makes sure that the Land Council meets each year. Cortney Britten who is the current Register of Deeds is interested in continuing to be the LIO as was Paul Aschenbrenner the previous Register of Deeds.

#### DISCUSSION WITH SHERIFF JOHN DENNEE ON JAILER/DISPATCHERS

John Dennee discussed with the County Board the morale issues within his department. John's concern is that the Deputies and the Jailer/Dispatchers both work 12 hour shifts and have to come in and work on holidays. John realizes that the Deputies have a union contract and the Jailer/Dispatchers don't but would like the board to consider giving the Jailer/Dispatchers the same wage for the night shift differential as the Deputies and the extra 4 hours for the 4 holidays as they work the same hours as the Deputies to boost the morale in the office. Lukas asked that the Jailer/Dispatchers appoint someone that can talk to the Board about wages before the budget is set. The board did not see a problem with this request but they suggest that this issue go to their Sheriff Committee to be acted upon and then forwarded to the Finance Committee to be approved.

#### DISCUSSION ON FINANCE DEPARTMENT

Lisa Kalata has a problem with the minutes from the December 4<sup>th</sup>, 2012 meeting that it says nothing about the discussion the board had on the decision to rescind the Finance Department and to keep the budget/bookkeeping in the County Clerk's Office. The Board stated that this decision has to be taken back to a joint meeting of the Personnel and Finance and this is only a Personnel meeting. Lukas made a motion to table the discussion and to have a meeting before the end of December if possible to get this finalized before January 4<sup>th</sup>, 2013, second by Cheri Collins, Shaffer, AYE, Dailey, NAYE, Landru absent, motion carried.

#### CLOSED SESSION

Motion by Lukas, second by Collins to adjourn into closed session pursuant to section 19.85(1) (c ) Wis. Stats., to (1) discuss Cheri Collins findings/personnel concerns. Roll call vote: Shaffer (AYE); Dailey(AYE); Lukas(AYE); Collins(AYE), Landru absent.

Discussion in closed session with no action taken.

Motion by Lukas to return into open session, second by Dailey, all present voting AYE. Motion carried.

Motion by Dailey to allow Forestry to reorganize the office, second by Lukas, all present voting AYE. Motion carried.

Motion by Dailey, second by Collins to extend help in the Child Support through the month of January, all present voting AYE. Motion carried.

Motion by Dailey to accept Melody Gryczkowski's resignation, second by Lukas, all present voting AYE. Motion carried.

#### ANY OTHER BUSINESS PERMITTED BY LAW

Other business that was discussed sick leave payout for the Courthouse employees.

#### FUTURE AGENDA

Discuss replacing Melody Gryczkowski and employees taking days without pay with possible action.

#### ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Collins. All present voting AYE. Motion carried. Meeting adjourned at 9:00 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel meeting.