

MEETING- PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: MONDAY JULY 27, 2015
TIME: 6:30 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Shaffer called the meeting to order at 6:30 p.m. and read the agenda.

ROLL CALL

Members Present: Collins, Lukas, Millan, Shaffer

Absent: Albrecht & Dailey

Others present: Amy Krause, Christy Conley, Janell Schroeder and Lisa Kalata

APPROVE AGENDA

Motion by Lukas to approve the agenda as presented, seconded by Collins, All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE JULY 7, 2015, PERSONNEL MEETING

Motion by Lukas to approve the minutes of the July 7, 2015, meeting as presented, seconded by Collins. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Lukas to adjourn into closed session pursuant to 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. This closed session relates to: vacancy in County Treasurer's office due to retirement of County Treasurer, seconded by Collins. Roll Call Vote Collins AYE, Lukas AYE, Millan AYE, Shaffer AYE. Motion carried.

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

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

Motion by Lukas to recommend to the full County Board that they appoint Christy Conley as the interim County Treasurer until end of current term, seconded by Collins. All present voting AYE. Motion carried.

Motion by Collins to allow the Treasurer to post the Deputy Treasurer position as soon as possible, seconded by Shaffer. All present voting AYE. Motion carried.

DISCUSS AND POSSIBLE APPROVAL OF CHANGES IN JOB DESCRIPTION FOR ELDERLY BENEFITS SPECIALIST.

Motion by Lukas to change the job description of the Elderly Benefits Specialist as reporting to the Commission on Aging Director, seconded by Collins. All present voting AYE. Motion carried.

DISCUSS AND POSSIBLE APPROVAL OF ASSISTANT CORPORATION COUNSEL, JAY KRONENWETTER

Motion by Collins to approve Jay Kronenwetter as assistant Corporation Counsel, seconded by Lukas. All present voting AYE. Motion carried.

POSSIBLE APPROVAL OF VACATION CARRYOVER FOR BARRY BLACK

Motion by Collins to allow Barry Black to carryover his vacation time until 12/31/2015 due to the shortage in the department, seconded by Shaffer. All present voting AYE. Motion carried.

DISCUSS MAINTENANCE NEEDS AT LAW ENFORCEMENT CENTER

Motion by Collins to have the Courthouse Maintenance personnel do the maintenance and cleaning of the administration side of the Law Enforcement Center, seconded by Shaffer. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Lukas to adjourn, seconded by Collins. All present voting AYE. Motion carried. Meeting adjourned at 7:20 p.m.

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