

MEETING- PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: FRIDAY, JANUARY 15, 2016
TIME: 4:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Shaffer called the meeting to order at 4:00 p.m. and read the agenda.

ROLL CALL

Members Present: Albrecht, Collins, Dailey, Lukas, Millan, Shaffer

Absent:

Others present: Pam LaBine, Jeannie Fannin and Lisa Kalata

APPROVE AGENDA

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

APPROVE MINUTES FROM THE JANUARY 5, 2016 PERSONNEL MEETING

Motion by Lukas to approve the minutes of the January 5, 2016, meeting, seconded by Collins. All present voting AYE. Motion carried.

CLOSED SESSION

Pam LaBine requested to stay in open session to discuss the Personnel Handbook policies. Motion by Albrecht to remain in open session per request of Pam LaBine and Jeannie Fannin, seconded by Collins. All present voting AYE. Motion carried. The Personnel Committee discussed the tardiness and break time issues with both employees and asked that the Department head follows the handbook as written.

Motion by Lukas to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) to consider employment and/or performance evaluation data of specific employees in the Land & Water Resources Department over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to compliance with Personnel Handbook policies.

Roll call vote Albrecht AYE, Collins AYE, Dailey 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 Collins to have the Administrative Coordinator start conducting quarterly Department Head meetings with all departments, seconded by Dailey. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Albrecht. All present voting AYE. Motion carried. Meeting adjourned at 5:25 p.m.

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