

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL & EXECUTIVE COMMITTEES
DATE: TUESDAY, MAY 10, 2016
TIME: 4:30 PM
PLACE: 3rd FLOOR SMALL JURY ROOM

CALL TO ORDER

Chairman Shaffer called the meeting to order at 5:00 p.m. and read the agenda.

ROLL CALL

Members Present: Shaffer, Chaney, Collins, Dailey

Absent: Lukas

Others present: Paul Millan, Nora Matuszewski, John Dennee, Alex Walrath, Jason Theune

APPROVE AGENDA

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

APPROVE MINUTES OF THE MAY 2, 2016 PERSONNEL & EXECUTIVE MEETING

Motion by Collins to approve the May 2, 2016 Personnel & Executive minutes, seconded by Dailey. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Chaney to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) to consider employment and/or performance evaluation data of specific employees over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to interviews for the Payroll Clerk position, seconded by Dailey.

Roll Call vote Collins AYE, Dailey AYE, Shaffer AYE, Chaney, AYE. Motion carried.

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

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

Motion by Dailey to hire Danielle Ziolkowski, with Christie Sweeney as second choice if Danielle does not accept position, second by Chaney. All present voting AYE. Motion Carried.

DISCUSSION AND POSSIBLE APPROVAL OF SICK LEAVE DONATION FOR TERESE POE

The board will direct the employee to follow the previous decision for donation of sick leave: Donation will be allowed once employee has depleted all his/her leave balances.

DISCUSSION AND POSSIBLE APPROVAL OF EXTENDING DATE FOR MAINTENANCE APPLICATIONS DUE TO LACK OF INTEREST

Clerk will post the job in the paper for one more week, tabling any decision until more applications are received.

DISCUSSION AND POSSIBLE APPROVAL OF VACATION CARRY-OVER FOR DANIELLE MCLAUGHLIN

Motion by Collins to approve vacation carry-over for Danielle McLaughlin, seconded by Chaney. All in favor motion carried.

CLOSED SESSION

Motion by Collins to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) to consider employment and/or performance evaluation data of specific employees over which the governmental body has jurisdiction or exercises responsibility. This closed session related to the Emergency Management & IT Positions, seconded by Chaney. Roll Call vote Collins AYE, Chaney AYE, Dailey AYE, Shaffer, AYE. Motion carried.

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

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

Motion by Collins to post the Emergency Management position in-house and the IT position for two weeks in the newspaper, seconded by Chaney. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF THE DIVISION OF FORESTRY HEADQUARTERS LOCATION

Paul Millan discussed with the board that Mursau is going to recommend the Bible College by Pembine and Paul will be recommending the dentist office in Crandon.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Chaney. All present voting AYE. Motion carried. Meeting adjourned at 7:58 p.m.

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