

PERSONNEL COMMITTEE MEETING MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: MONDAY, SEPTEMBER 19, 2016
TIME: 3:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Scott Shaffer called the meeting to order at 5:30 p.m. and read the agenda.

ROLL CALL

Members Present: Chaney, Collins, Dailey, Lukas, & Shaffer

Absent:

Others present: Paul Millan, Nora Matuszewski, Christy Conley, Tammy Queen, Charles Sekel, & Jill Krueger

APPROVE AGENDA

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

APPROVE MINUTES FROM THE SEPTMBER 8, 2016 PERSONNEL MEETING

Motion by Dailey to approve the minutes of the September 8, 2016 Personnel Meeting, seconded by Chaney. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Dailey 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: Department Head Meetings

Seconded by Lukas. Roll call vote, Lukas AYE, Collins AYE, Chaney AYE, Shaffer AYE, & Dailey 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 Lukas. All present voting AYE. Motion carried.

Motion by Lukas to send a letter of discipline along with date of extension for LCC employee PIP for September 22, 2016, if not met, handbook procedure will be followed, seconded, by Collins. All present voting AYE. Motion carried.

Motion by Collins to follow up with Forestry Administrator on turning in signature for Administrative Handbook, seconded by Lukas. All present voting AYE. Motion carried.

Motion by Collins to have Social Services Director address employee tardiness, following up with a letter to Personnel when complete, seconded by Lukas. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Chaney. All present voting AYE. Motion carried. Meeting adjourned at 5:50 p.m.

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