

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: THURSDAY, NOVEMBER 2, 2017
TIME: 5:30 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

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

ROLL CALL

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

Absent:

Others present: Paul Millan & Nora Matuszewski, Terese Poe, & Tammy Queen

APPROVE AGENDA

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

APPROVE MINUTES FROM THE OCTOBER 19, 2017, JOINT PERSONNEL & FORESTRY MEETING

Motion by Lukas to approve the minutes of the October 19, 2017, Joint Personnel & Forestry minutes, with one amendment, to reflect Dailey's vote for the approval of the 2 weeks' administrative leave without pay for the Forestry Administrative Secretary to (NAY), seconded by Collins. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF UPDATING THE EBS POSITION JOB DESCRIPTION

Motion by Dailey to approve the update of the EBS position, seconded by Collins. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF STARTING WAGE FOR NEW ADRC SPECIALIST EMPLOYEE AT THE ADRC

Motion by Houle to approve the starting wage for the new ADRC Specialist to be \$22.66, seconded by Dailey. 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:

- a) Personnel Issue
- b) Employee Request for Vacation

Seconded, by Marvin. Roll call vote: Chaney(AYE), Collins(AYE), Dailey(AYE), Houle(AYE), Lukas(AYE), Marvin(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.

- a) Motion by Collins to change the current status of the Family Court Commissioner to a contract position and have Corporation Counsel write up the contract for 5 hours per week, \$80.00 per hour, seconded by Marvin. All present voting AYE. Motion carried.
- b) Motion by Dailey to allow the Forestry Administrator to work 10 hour shifts as requested, to be forwarded to Forestry for final approval, seconded by Houle. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Dailey to adjourn, seconded by Houle. All present voting AYE. Motion carried. Meeting adjourned at 6:47 p.m.

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