

PERSONNEL COMMITTEE MINUTES

COMMITTEE: PERSONNEL COMMITTEE
DATE: WEDNESDAY, JULY 25, 2018
TIME: 5:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

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

ROLL CALL

Berg, Burl, Chaney, Goode, Gretzinger, Houle, & Stamper

Absent: None

Others Present: Nora Matuszewski, Jill Kettlewell, Dorothy Kegley, Lynne Black, Christy Conley, Tammy Queen, Cortney Cleereman, Kellee Gallion, Jody Jensen, Steve Bunda, Tom Tallier, & Judy Savard.

APPROVE AMENDED AGENDA

Motion by Chaney to approve the amended agenda, second by Berg. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE JUNE 20, 2018, PERSONNEL MEETING

Motion by Stamper to approve the minutes from the June 20, 2018, Personnel Meeting, second by Gretzinger. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF LABOR ATTORNEY VOUCHER

Motion by Gretzinger to approve the Labor Attorney Voucher, second by Stamper. All present voting AYE. Motion carried.

DISCUSSION ON APPRECIATION LETTER FROM DISTRICT ATTORNEY EMPLOYEES

The Clerk read an appreciation letter from the DA and his Employees.

DISCUSSION ON FUTURE OF LAND INFORMATION

Cortney Cleereman, Register of Deeds, was in to discuss the future of Land Information and asked the committee to help her out with some solutions. She was not asking for a decision tonight, just think it over and bring it back to another meeting for a decision. Should there be a land surveyor hired, she has money in her budget, but not enough for a full time surveyor or should they contract out for the work. She feels that this is a project that is too big for her and she would like someone in place for the project, and the ideal person would be a land surveyor.

DISCUSSION AND POSSIBLE APPROVAL OF VACATION PAY-OUT FOR RETIRED EMPLOYEE

Motion by Gretzinger to follow the handbook, second by Goode. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON CHANGING THE WORK HOURS FOR THE FORESTRY DEPARTMENT

Motion by Chaney to allow the 4-10 hour shifts, as suggested by the Forestry Committee, second by Gretzinger. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON CHANGING THE JOB DESCRIPTION FOR THE TRAIL TECHNICIAN

The Forestry Committee has asked that the 2-year degree be removed from the Education. Motion by Goode to remove the 2-year degree from the Education, second by Berg. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON VACATION CARRY-OVER FOR MAINTENANCE EMPLOYEE

Motion by Gretzinger to allow Barry Black to carry-over his vacation, second by Goode. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON HOURS FOR THE TREASURER'S OFFICE

Motion by Stamper to allow the Treasurer to have her deputy work 40 hours per week for a three-month trial period, and then report back to the committee on how well it worked, and if the Treasurer would like to continue with it, second by Chaney. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Chaney 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:

- Discussion and possible action on Employee Investigation within Commission on Aging and the Social Services Department
- Discussion and possible action on Health Insurance Stipend for Maintenance Employee

Second by Stamper, Roll call vote: Berg(AYE), Burl(AYE), Chaney(AYE), Goode(AYE), Gretzinger(AYE), Houle (AYE), & Stamper (AYE). Motion carried.

Dorothy Kegley wanted to be on record objecting to the Maintenance Employee Stipend being in closed session.

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

First Item-No Action

Motion by Gretzinger to deny payment of the Health Stipend to Shawn Cassidy, second by Berg. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Stamper to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(f) "considering financial, medical, social or personal histories or disciplinary data of specific

persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations,” this closed session relates to:

- Discussion and possible action on a harassment complaint filed by an employee
Second by Chaney, Roll Call vote: Berg(AYE), Burl(AYE), Chaney(AYE),
Goode(AYE), Gretzinger(AYE), Houle(AYE), & Stamper(AYE). Motion carried.

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

No Action

ADJOURNMENT

There being no further business, motion by Berg to adjourn, second by Goode. All present voting AYE. Motion carried. Meeting adjourned at 6:28 p.m.

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

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