

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**

**April 9, 2009**  
**9:00 am**  
**Open Session**

*The Committee may take up any matter noticed on this agenda at any time during the meeting regardless of the location of such item on the agenda. Following each closed session noticed on this agenda, the Committee will reconvene in open session to discuss and/or act upon matters noticed on this agenda, including those matters noticed for closed session that may require further discussion or action in open session.*

1. Call to order
2. Approval of Agenda
3. Approval of Minutes of March 26, 2009
4. Public Comments
5. Committee Calendar
6. Labor Negotiations Forum Discussion
7. Corporation Counsel Report
8. Employee Relations
  - a. Health Insurance Report and Discussion
    - Health Reimbursement Account discussion
  - b. Departmental Reports
    - Safety Report/Discussion
    - Wellness Report/Discussion
    - Job Openings/New Hires Report
  - c. Discussion/Consideration of Amending Performance Evaluation Process
  - d. Discussion/Consideration of Departmental Annual Report
9. Discussion regarding Employee Morale
10. Discussion regarding Time Keeping Systems
11. Committee Observations
12. Agenda Items for Next Meeting
13. Closed Session: The Committee may entertain a motion to go into closed session for purposes of reviewing applicant(s) for consideration as a recipient under Policy 508 – Voluntary Vacation Leave Donation and consideration of payment of insurance claims. Closed Session under Wis. Stat. Sec. 19.85(1)(f) considering medical histories of specific persons.  
**The Committee may reconvene in open session following any of the noted closed sessions to consider or take action on any matter contained in this notice/agenda**
14. Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

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Chairman Arcand called the meeting to order 9:00 a.m.

Present: Arcand, Brown, Schmidt, Newville, Rediske

**Motion (Newville/Rediske) to approve agenda. Motion carried by unanimous voice vote.**

**Motion (Rediske/Schmidt) to approve minutes of March 26, 2009. Motion carried by unanimous voice vote.**

Public Comments – none

Committee Calendar – April 23rd and May 14<sup>th</sup>, 2009, next regularly schedule Personnel Committee meetings. Safety Committee May 4<sup>th</sup>, 10:00 a.m. Safety Fire Training, May 7<sup>th</sup>, two sessions, 9:00 a.m. and 1:00 p.m.

Labor Negotiations Forum – Discussion on content and question portion of forum agenda. Decision made to move tentative date from May 14<sup>th</sup> to June 25<sup>th</sup>. Give notification of no less than 6 weeks.

Corporation Counsel – nothing reported.

Employee Relations – Information packets distributed to Committee Members on Health Insurance, and Departmental Reports. Jerrick and Kusmirek unable to attend meet. Several Department Heads joined meeting for the Consideration of Amending Performance Evaluation. Discussion of key points to be considered.

Employee Morale – First County Newsletter to go out to all employees April 14<sup>th</sup>, 2009.

Time Keeping System – Discussion of continuing efforts of implementing system.

Committee Observations – Observations made by Chairman Arcand and Supervisor's Newville and Schmidt.

Agenda Items for Next Meeting – Performance Evaluations, Annual Reports, Employee Morale.

**Motion (Newville/Rediske) to adjourn. Motion carried by unanimous voice vote.**

Adjourned 11:00 a.m.