

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**  
**Thursday April 14, 2011**  
**9:00 a.m.**  
**Open Session**  
*A Quorum of the County Board may be present*

*The Committee may take up matter noticed on this agenda at any time during the meeting regardless of the location of such item on the agenda. 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, including taking necessary action on matters considered in closed session as may be noticed herein.*

1. Call to order
2. Approval of Agenda
3. Public Comments
4. Approval of Minutes: March 17<sup>th</sup> and 31<sup>st</sup> meetings
5. Presentation – United Way
6. Employee Relations
  - a. Job Openings/New Hires Report
  - b. Safety/Wellness Report
  - c. Health Insurance Report
7. County Administrator
  - a. Update/Discussion – Status of Policy 881 Revisions
8. Consideration of Personnel Appointment to Transition Committee to be Contingent upon Passage of Resolution at County Board
9. Consideration of recommendations from the Safety Committee to the following Polk County policies :
  - a. Policy 501.A: General County Emergency Plans
  - b. Policy 501.B: Blood borne Pathogens Policy
  - c. Policy 501.G: County Emergency Plans (Jail)
  - d. Policy 501 H: Hazard Communication Program
10. Review County Labor Agreement Benefits/Contracts

For purposes of considering collective bargaining strategy concerning Polk County bargaining units: Closed Session pursuant to Wis. Stat. Sec. 19.85(1)(e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

11. Employee Morale
12. Committee Calendar
13. Committee Observations
14. Agenda Items for Next Meeting
15. 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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Chair Arcand called the meeting to order at 9:06 a.m.

Present: Arcand, Schmidt, Edgell, Nelson, Sample  
Also present: Frey, Jerrick, Kusmirek, Malone

**Motion (Schmidt/Edgell) to approve agenda. Motion carried by voice vote.**

**Motion (Edgell/Schmidt) to approve the minutes from the March 17<sup>th</sup> and 31<sup>st</sup> meetings. Motion carried by voice vote.**

Public Comments – None

United Way Presentation - Kent Tollakson, United Way Resource Development Manager for Polk County, and John Coughlin, United Way Executive Director, gave a brief overview of United Way, including the role of United Way within Polk County and the opportunity of employers and employees to support through payroll deductions.

Employee Relations – New hire and job opening report was distributed. The committee had a brief discussion regarding the Health Insurance powerpoint handout distributed at a previously meeting.

County Administrator – Frey provided the Committee with a rough outline of Policy 881, stating it was on hold for the Budget Policy.

Consideration of Personnel Appointment to Transition Committee to be Contingent upon Passage of Resolution at County Board – Arcand appointed Schmidt to be a member of the Transition Committee if so created per resolution; Schmidt accepted.

Consideration of recommendations from the Safety Committee to the following Polk County Policies: 501.A (General County Emergency Plans), 501.B (Blood borne Pathogens), 501.G (County Emergency Plans – Jail), and 501.H (Hazard Communication Program) – Kusmirek provided copies drafted by the Safety Committee for the Committee's review and possible action at the next Personnel Committee.

Employee Morale – A climate survey is being conducted in the Human Services Department.

Committee Calendar – Next Personnel Committee meeting is scheduled for Thursday, April 28, 2011.

Agenda items – Consideration for United Way Employee Payroll Deduction, Consideration for Resolution to amend Safety Policies listed above, and Discussion regarding WCMIC Budget Repair Bill Consortium.

**Motion (Schmidt/Nelson) to adjourn. Motion carried by voice vote.**

Adjourned: 10:15 am.