

Polk County Personnel Committee
Polk County Government Center, West Conference Room
100 Polk County Plaza, Balsam Lake, Wisconsin 54810
Thursday July 7, 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: June 9th, 2011 meeting
5. Corporation Counsel
6. Employee Relations
 - a. Job Openings/New Hires Report
 - b. Health Insurance Report
 - c. Department Update (Safety, Wellness, General)
7. County Administrator
 - a. Review and Recommendation on Resolution Concerning Certain Budgetary and Position Administration Policies: To create Policy ____, *Budget Planning and Execution*; to amend Policy 881- *Staffing, Budget Planning, and Position Administration*; and to repeal Policy 310, *Budget Overruns Policy*
8. 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; and
For purposes of considering health insurance claim payment request under Wis. Stat. Sec. 19.85(1)(f) considering medical histories of specific persons 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.
9. Committee Calendar
10. Agenda Items for Next Meeting
 - a. Budgetary Discussion for Office of Corporation Counsel and Employment Relations Department
11. 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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Vice-Chair Schmidt called the meeting to order at 9:00 a.m.

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

Motion (Sample/Edgell) to approve agenda. Sample stated he was concerned that the elimination of Committee Observations may restrict additional comments and concerns that require the Committee's attention. **Motion (Sample/Nelson) to add Committee Observations to the July 28th agenda, pending clarification on recommendation by Corporate Counsel. Motion carried by voice vote. Approval of the agenda carried by voice vote.**

Motion (Edgell/Nelson) to approve the minutes from the June 9, 2011 meeting. Motion carried by voice vote.

Public Comments – None

Employee Relations Report – Jerrick provided departmental update including job openings/new hires and health insurance report.

County Administrator – Frey reviewed the revisions on Policy 881 as well as the Budget Preparation and Execution Policy. Presented a resolution to amend policy 881 and repeal Policy 310.

Motion (Edgell/Nelson) to forward the Resolution concerning Certain Budgetary and Position Administration Policies: To create the Budget Planning and Execution Policy, to amend Policy 881-Staffing, Budget Planning, and Position Administration; and to repeal Policy 310, Budget Overruns Policy as presented by Frey, to the County Board for approval. Motion carried by voice vote.

Break – 10:23 am
Reconvene – 10:35 am

Committee Calendar – The next scheduled Personnel Committee meeting will be Thursday, July 28, 2011, the Polk County Wellness Committee will meet at 7:30 a.m. on Thursday, July 14.

Agenda Items – Sample requested an agenda item to discuss status of grid and progression based on Policy 390, and updated information from the Transition committee on items pertaining to the Personnel Committee.

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

Adjourned: 11:03 a.m.