

**\*Amended Notice of Meeting  
(Dated July 20, 2011)  
Polk County Personnel Committee  
Polk County Government Center, West Conference Room  
100 Polk County Plaza, Balsam Lake, Wisconsin 54810  
Thursday July 28, 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: July 7<sup>th</sup>, 2011 meeting
5. Corporation Counsel
  - a. Preliminary Corporation Counsel 2012 Budget Submission
  - b. Review of Quarterly Financial Report
6. Employee Relations
  - a. Preliminary Employee Relations 2012 Budget Submission
  - b. Review of Quarterly Financial Report
  - c. Update on Implementation of Payroll and other Changes caused by Wisconsin Act 10/2012-13 State Biennial Budget Law
  - d. \*Discussion and Recommendation on Wage Adjustment to Non- Represented Positions To Offset WRS Implementation.
  - e. Policy 390 Non-Represented Wage Grid and Position Classification Update
7. County Administrator
  - a. Health Insurance – 2012 Premiums and Plan Design Discussion
  - b. Recruitment and Retention Issues
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. \*Committee Observations
11. Agenda Items for Next Meeting
12. 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.

Polk County Personnel Committee  
Polk County Government Center, County Board Room  
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Thursday, July 28, 2011

Chair Arcand called the meeting to order at 9:02 a.m.

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

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

**Motion (Schmidt/Edgell) to approve the minutes from the July 7, 2011 meeting. Motion carried by voice vote.**

Corporation Counsel Report –Fuge supplied a preliminary 2012 Corp Counsel budget to the Committee to review, and summarized the quarterly financials.

Employee Relations Report – Jerrick reviewed the Employee Relations quarterly financials, and summarized the department's quarterly financials. In addition, Jerrick shared updates regarding payroll and other changes necessary to implement based on the Wisconsin Act 10/2012-13 State Biennial Budget Law.

Discussion and recommendation on Wage Adjustment to Non-Represented Positions to Offset WRS Implementation – Members discussed options to equalize the WRS Implementation between Non-Represented and Represented employees.

**Motion (Nelson/Sample) request Corporation Counsel draft a resolution, that would be budget neutral, to compensate Non-Represented employees loss of the WRS contribution for 2011 only. Unanimously carried by voice vote.**

Policy 390 Non-Represented Wage Grid and Position Classification Update – Jerrick informed the committee of the requested conversation with Carlson Consulting Group, as well as update on positions sent out for compensation review. Employee Relations has been requested to obtain the cost for representation from this firm in attendance at an upcoming Personnel Committee.

Break – 10:07 a.m.

Reconvene – 10:20 a.m.

County Administrator – Frey explained to maintain the health insurance fund balance, areas of opportunity regarding the plan design will need to be reviewed. Information and data will be shared with the committee in the near future to assist with this process. Frey noted a possible growing concern regarding recruiting and retention, stating this will need to be monitored and moving forward may need to consider additional flexibility.

Committee Calendar – The next scheduled Personnel Committee meeting will be Thursday, August 11, 2011.

Agenda Items – Health Insurance 2012 Premiums and Plan Designs, Corp Counsel and Employee Relations 2012 Preliminary Budget, Update regarding Policy 390 including information regarding review of Wage Grid/Classification.

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

Adjourned – 11:06 a.m.