

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

September 10, 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 August 6, 2009
4. Public Comments
5. Committee Calendar
6. Corporation Counsel
 - a. Office Report
 - b. H1N1 Preparedness
 - c. Update on development of Administrative Coordinator/County Administrator Position
 - d. Consideration of 2010 Corporation Counsel Budget
 - e. Consideration of 2010 Corporation Counsel Staffing Plan
7. Employee Relations
 - a. Departmental Updates
 - Labor Forum, Performance Evaluations
 - b. Safety and Wellness Report
 - c. Job Openings/New Hires Report
 - d. Health Insurance Fund Report
 - Consideration of Implementation of Medica Retiree Plan
 - e. Consideration of 2010 Employee Relations Budget
 - f. Consideration of 2010 Employee Relations Staffing Plan
8. Update/Discussion on results of Finance Committee Budget Recommendations and Potential Impact on Staffing Recommendations
9. Consideration/Discussion of Resolution for Government Center 4 day Work Week
10. Discussion regarding Employee Morale
11. Committee Observations
12. Agenda Items for Next Meeting
13. Closed Session:
 - a. The Committee will entertain a motion to go into closed session for purposes of discussing bargaining strategies related to the resolution regarding proposals affecting terms and conditions of current agreements with all 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.

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 at 9:01 a.m.

Present: Arcand, Brown, Schmidt, Newville, Rediske (9:04 a.m.)

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

Motion (Brown/Schmidt) to approve minutes of August 6, 2009. Motion carried by unanimous voice vote.

Public Comments – None

Committee Calendar – Next regularly scheduled Personnel Committee Meeting September 24, 2009, will include revisions to staffing if needed at that time, not appeals. October 7, 2009 Joint Finance/Personnel Meeting, Staffing Appeals 2:00 p.m. Personnel Committee Meeting October 8, 2009 at 9:00 a.m. if needed. Safety Committee Meeting September 14, 2009.

Corporation Counsel – Jeff Fuge updated Committee on the Lime Quarry and Golden Age Manor, also discussion on how to provide adequate representation in office with regards to H1N1 virus. Will be looking for recommendations from Board of Health and also alternative operations. Report on Administrative Coordinator/County Administrator position will be to Committee in December. No changes to Corporation Counsel Budget or Staffing Plan.

Break 10:00 a.m.

Resumed 10:14 a.m.

Employee Relations – Jerrick and Kusmirek updated Committee on Kronos, continuing of compiling of data, interfacing with payroll and testing. Further updates and discussion of Lime Quarry. Job Openings/New Hires Report distributed. Medica Retiree Plan meetings scheduled for October 6th and October 7th, plan reviewed at last meeting. No changes to Employee Relations Budget or Staffing Plan. Performance Evaluations coming up again in December and January. Jerrick will bring back previous information to next Personnel Committee Meeting on September 24th. Distribution of 2010 Round No. 1 of Finance Committee Recommendations and Round No. 1 of Personnel Committee. Discussion of Resolution for Government 4 day Work Week. Employee Newsletter receiving positive response, helping with Employee Morale.

Motion (Newville/Schmidt) to go into Closed Session for the purposes of discussing bargaining strategies related to the resolution regarding proposals affecting terms and conditions of current agreements with all bargaining units pursuant to Wis. Stat. Sec. 19.85(1)(e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll call vote taken. Those voting yes: Newville, Schmidt, Brown, Arcand, Rediske. Motion carried.

Closed Session: 10:59 a.m.

Present in Closed Session: Members of the Personal Committee, Jeff Fuge, Andrea Jerrick, Darlene Kusmirek, Jane Cooper.

Motion (Rediske/Newville) to return to Open Session,

Open Session 11:39

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

Adjourned 11:40 a.m.