

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

November 12, 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 October 22, 2009
4. Public Comments
5. Committee Calendar
6. Corporation Counsel
 - a. Office Report
 - b. Progress Report on Presentation of Administrative Options
 - c. Consideration of Resolution for Interim Administrative Coordinator
7. Employee Relations
 - a. Departmental Updates
 - Labor Forum, Performance Evaluations, Training Program, Health Fair
 - Safety and Wellness Update
 - b. Job Openings/New Hires Report
8. Committee Observations
9. Agenda Items for Next Meeting
10. Closed Session:
 - a. The Committee may 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
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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Chairman Arcand called the meeting to order at 9:02 am.

Present: Arcand, Brown, Schmidt, Newville, Rediske

Also Present: Andrea Jerrick, Jane Cooper, Jeff Fuge (9:16), Member of the Press,
Several Department Heads.

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

Motion (Brown/Schmidt) to approve minutes of October 22nd, 2009. Motion carried by voice vote.

Public comments – none

Committee Calendar – Regular scheduled Personnel Committee meeting of November 26th, and December 24th, 2009 cancelled due to closure of county offices in observance of Holidays. Possible need to add another Personnel Committee meeting prior to December 10th, 2009 County Board Meeting. Safety Committee Meeting November 16th, 10:00 a.m.

Employee Relations – Jerrick stated Labor forum update and presentation on furloughs will be at next Personnel meeting. Performance Evaluations will be addressed after decisions made regarding Administrative Coordinator/ County Administrator. Currently working with Human Services on training programs. Update on Benefit Enrollment and Health Fair.

Job Openings/New Hires Report distributed in packet.

Corporation Counsel – Office report given to Committee by Jeff Fuge.

Presentation by Jeff Fuge, Andrea Jerrick and Bob Kazmierski on Administrative Coordinator County Administrator options.

Break 11:04 a.m.

Resumed: 11:28 a.m.

Arcand announced interim appointment to the Policy 881 Review Committee: Arcand will serve as Personnel representative until next Personnel Committee where appointment can be noticed on the agenda.

Committee resumed discussion on County Administrator/Admin Coord/County Executive Options. Committee reviewed reasons for consideration of interim prior to a

“permanent” appointment, parameters for employment, analysis of County, Committee, and Departmental structure. Considered resolutions for various options as interim CA, full-time AC, etc. Supervisor Sample shared concerns with the committee. Gretchen Sampson, Director of Public Health, also shared concerns with the committee.

Fuge informed the committee that the December County Board meeting would have a 3:00 – 5:00 session for purposes of this presentation and dialogue, with regular meeting starting at 6:00. **Motion Newville/Rediske to present to county board resolution of appoint of interim office of county administrator. Newville withdrew motion.**

Motion died.

Further discussion on developing resolutions to provide options to the County Board.

Motion Schmidt/Brown to develop two Resolutions for December County Board, one for hiring a County Administrator, with an attached job description, and one for hiring a county Administrative Coordinator, with attached job description. Roll call vote. Those voting Yes: Brown, Schmidt, Rediske, Newville. Those voting No: Arcand. Motion carries.

Further discussion on necessity of additional resolutions.

Motion Arcand/Rediske to bring two more Resolutions to County Board for County Executive and creation of an Adhoc committee. Arcand withdrew motion.

Next meeting scheduled for Dec. 3rd, 9:00am. Agenda items for next meeting shall include, but not be limited to: Per Diems for County Board Compensation; Resolutions for Admin Coord, County Administrator; Appointment of Personnel Representative to Policy 881 Adhoc Committee

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

Adjourned 1:22 p.m.