

Polk County Personnel Committee

Meeting date: March 28, 2013

Start time: 9:00 a.m.

Est. end time: 10:45 a.m.

Location: West Conference Room, Government Center Building

Purpose: Review programs implemented by departments for purposes of April 23rd County Board prioritization session

Meeting documents: Employee Relations and Corporation Counsel sections of 2013 budget book (copies available at meeting)

1. Standing items

1.1 Call meeting to order

1.2 Approve agenda

1.3 Approve minutes of previous meeting

1.4 Public comment

Personnel Committee
Chair/5 minutes

Speakers limited to 3
minutes

2. Old business

2.1 Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for purposes of considering collective bargaining strategy, review and/or negotiation of items contained within a labor agreement or contracts expiring on December 31, 2012 and December 31, 2013, WPPA Field Service Officers Association and/or other bargaining units or labor relations issues, the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session.

County Administrator &
Employee Relations
Director/15 minutes

Following said closed session, the Committee will convene in open session to consider and to act upon those subject matters identified on this meeting notice whether such matters are identified for consideration or action in open or closed session.

2.2 Employment actions

Employee Relations
Director/5 minutes

3. New business

3.1 Overview of program budgeting and of program evaluation process

3.2 Presentation on programs implemented by Employee Relations and discussion

3.3 Presentation on Corporation Counsel programs and discussion

County Administrator/ 10
minutes

Employee Relations
Director/ 20 minutes

Corporation Counsel / 20
minutes

4. Ending items

4.1 Review action items

Chair / 5 minutes

4.2 Committee member comments

Committee / 5 minutes

4.3 Set next meeting date/agenda items

Chair / 5 minutes

4.4 Adjourn

**Times listed are indicative of the projection of time needed to address each item. Please be aware items may be taken in different order.*

Polk County Personnel Committee
Polk County Government Center, County Board Room
100 Polk County Plaza, Balsam Lake, WI 54810
Thursday, March 28, 2013

The meeting was called to order at 9:02 a.m. by Chairman Arcand.

Members Present: Arcand, Schmidt, Engel, Edgell, Cockroft

Others Present: Frey, Jerrick, Fuge

Motion (Edgell/Engel) to approve the agenda. Motion carried by voice vote.

Motion (Schmidt/Edgell) to approve the minutes from February 14, 2013. Motion carried by voice vote.

Public Comments – None

Old Business:

- Closed session – Chairman Arcand struck the closed session item from the agenda.
- Employment Actions Report – Jerrick distributed the most recent Employment Actions Report.

New Business

- Overview of program budgeting and of program evaluation process – Frey presented information regarding program budgeting and the program evaluation process.
- Presentation on programs implemented by Employee Relations and discussion – Jerrick provided an overview of the Employee Relations Department's programs and 2013 goals and objectives.
- Presentation on Corporation Counsel programs and discussion – Fuge provided an overview of the Corporation Counsel Department's programs and 2013 goals and objectives.

Ending Items

- Review action items – No new action items.
- Committee member comments - None.
- Set next meeting date/agenda items –The next regularly scheduled committee meeting is tentatively scheduled for April 25, 2013.
- Adjourn – **Motion (Edgell/Engel) to adjourn. Motion carried by voice vote.** Adjourned at 11:12 a.m.