

PERSONNEL COMMITTEE MEETING

November 2, 2010

Chair Linda L. Thorpe called to order the meeting of the Personnel Committee at 11:00 a.m., Tuesday, November 2, 2010, in Justice Center Training Room, at the Vilas County Justice Center, Eagle River, Wisconsin.

Public meeting notice was given to the public more than twenty-four hours prior to the meeting.

Present: Personnel Committee Members: Chair Linda L. Thorpe; Vice-Chair Jim Behling; Emil Bakka; Bob Egan and Sig Hjemvick.

Others Present: County Conservationist Carolyn Scholl; Corporation Counsel Martha Milanowski and Personnel Confidential Assistant Beth Carter.

Approve Agenda: Motion by E. Bakka, seconded by B. Egan to approve the agenda discussed in any order of the Chair. All voting aye, carried.

Approve October 20, 2010, Minutes: Motion by B. Egan, seconded by E. Bakka to approve the October 20, 2010, minutes. All voting aye, carried.

Vacation Carryover Requests: None.

Resolution Re: Change of Current Lake Specialist Position from Limited-Term to Permanent Status: County Conservationist Carolyn Scholl appeared for discussion. Motion by E. Bakka, seconded by B. Egan to sign resolution and forward to the November 9, 2010, County Board. All voting aye, carried.

Approve Bills: Motion by S. Hjemvick, seconded by B. Egan to approve the bills as presented. All voting aye, carried.

Employee Performance Evaluation Policy & Form: Corporation Counsel Martha Milanowski reviewed the Employee Performance Evaluation Policy and the Employee Evaluation Form with the committee. Discussion. Motion by J. Behling, seconded by S. Hjemvick to implement the Employee Performance Evaluation Policy and the Employee Evaluation Form county-wide, effective January 1, 2011 and that we inform the County Board through Committee Reports on November 9, 2010. All voting aye, carried.

Influenza Policy: Committee reviewed the Influenza Policy with Corporation Counsel Martha Milanowski. Discussion. Motion by S. Hjemvick to end it now. Motion died for a lack of second. Motion by J. Behling, seconded by S. Hjemvick not to renew the Influenza Policy due to expire December 31, 2010. All voting aye, carried.

Supervisor Jim Behling will contact Public Health Director to discuss the importance of educating county employees with information relating to the flu season. Copy of minutes will be given to Public Health Director Gina Egan.

Closed Session: Motion by S. Hjemvick, seconded by B. Egan to go into closed session at 11:45 a.m., pursuant to Wis. Stat., 19.85(1)(f) & (g), preliminary consideration of specific personnel problems; for purposes of conferring with legal counsel with respect to litigation in which it is or is likely to become

involved. A roll call vote found the following members voting yes: Vice Chair J. Behling, E. Bakka, B. Egan, S. Hjemvick and Chair L. Thorpe. Unanimous, motion carried.

Open Session: Motion by J. Behling, seconded by B. Egan for adjournment of the closed session pursuant to Wis. Stat., 19.85(1)(f) & (g), and return to open session at 12:56 p.m. A roll call vote found the following members voting yes: Vice Chair J. Behling, E. Bakka, B. Egan, S. Hjemvick and Chair L. Thorpe. Unanimous, motion carried.

Committee may consider ratifying any action taken in closed session: None.

Side Letter Agreement between Vilas County and the Vilas County Courthouse Employees, Local 474a, AFSCME, AFL-CIO, Temporary Assignment to Social Services Aid Position: Committee signed the Side Letter Agreement between Vilas County and the Vilas County Courthouse Employees, Local 474a, AFSCME, AFL-CIO, Temporary Assignment to Social Services Aid Position. Motion by S. Hjemvick, seconded by J. Behling to renew. All voting aye, carried.

Letters and Communications: Received a letter from James Fischer, dated October 18, 2010, recommending that the Highway Bookkeeper hourly rate be adjusted for 2011. Received an *Exit Interview Information Report* from retiree Child Support Director Eljean Benson. Beth Carter informed the committee that County Clerk Dave Alleman will be appointing Lynn Bybee, as Deputy Clerk, effective January 1, 2011, (employee from the Register of Deeds office).

Future meeting dates: November 15th, 16th and 17th, 2010.

Adjournment: Chair Thorpe announced there is no further business on the agenda. This meeting stands adjourned at 1:15 p.m.

Minutes reflect the recorders notation and are subject to approval by the appropriate board or committee.

Submitted by: Beth Carter
Personnel Confidential Assistant