

Chair Linda L. Thorpe called to order the meeting of the Personnel Committee at 9:00 a.m. on Friday, September 30, 2011 in the County Board Conference Room #2 at the Vilas County Courthouse, 330 Court Street, Eagle River, Wisconsin. Public meeting notice was given to the public twenty-four hours prior to the meeting.

**Personnel Committee Members Present:** Chair Linda L. Thorpe, Jim Behling, Emil Bakka, Bob Egan and Sig Hjemvick.

**Others Present:** Janna Kahl, Martha Milanowski and Stephanie Nesbitt.

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

**Approve Minutes:** Motion by E. Bakka, second by B. Egan to approve the September 19, 2011, September 21, 2011 and September 23, 2011 minutes. All voting aye, carried. L. Thorpe asked that on the September 23<sup>rd</sup> minutes it be noted that she and Sig Hjemvick were not present at that meeting.

**Approve bills:** None.

**Vacation carryover requests:** None.

**Human Resource Department/Personnel Committee 2012 Budget:** S. Nesbitt handed out the proposed budget sheets that the County Clerk provided. General office line items such as telephone, supplies, etc. for the Human Resource department have been added. J. Behling said the Committee will need to determine when to bring back the personnel secretary position. Discussion. J. Kahl said she would prefer to have someone with HR background and/or experience in the secretary position for her department. There was discussion regarding the various sub-groups formed through WCA to discuss the various BRB issues and it was decided J. Kahl would replace the sub-groups that M. Milanowski had been placed on.

M. Milanowski left the meeting at 9:50 a.m.

The Committee continued through the various line items in determining amounts for 2012 and the remainder of 2011. J. Kahl gave the Committee a list of proposed memberships and dues she would need to obtain as Human Resource Manager as well as various conventions and/or meetings she would need to attend. There was discussion regarding the equipment necessary for the department which was included in the outlay request line item.

J. Kahl left the meeting at 11:00 a.m.

Motion by B. Egan, second by S. Hjemvick to approve the proposed Personnel Committee/Human Resource Department 2012 budget. All voting aye, carried.

S. Nesbitt will ask the County Clerk to provide the budget form electronically to J. Kahl so that she can make the proposed changes and forward the same to the Finance Committee.

**Closed Session:** Motion by S. Hjemvick, second by B. Egan, to convene in closed session at 11:08 a.m., pursuant to Wis. Stat. §19.85(1)(c), for considering the employment and compensation of a public employee over which the governing body has jurisdiction. A roll call vote found the following members voting yes: J. Behling, E. Bakka, B. Egan, S. Hjemvick and Chair L. Thorpe. Unanimous, motion carried.

Motion by J. Behling, second by B. Egan to adjourn closed session pursuant to Wis. Stat. §19.85(1)(c) return to open session at 11:12 a.m. A roll call vote found the following members voting yes: J. Behling, E. Bakka, B. Egan, S. Hjemvick and Chair L. Thorpe. Unanimous, motion carried.

**Committee may take action on matters discussed in closed session:** Motion by J. Behling, second B. Egan to ratify the wishes of the Legislative & Judicial Committee's recommendation to give Corporation Counsel Martha Milanowski an additional 5 days of vacation under her current schedule of vacation time. All voting aye, carried.

**Letters and communications:** None.

**Future meeting dates:** October 19, 2011 at 9:00 a.m. J. Behling asked whether a joint meeting should be arranged with the Highway Committee and Oneida and Forest Counties. As discussed at the last meeting, a recommendation was made to keep this shared highway commissioner concept moving forward. L. Thorpe will contact Steve Favorite and find out if he was making arrangements for such a meeting and when.

Chair Linda Thorpe announced there is no further business on the agenda therefore this meeting stands adjourned at 11:21 a.m.

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

Submitted by: Stephanie Nesbitt, Corporation Counsel Confidential Legal Secretary/Interim Personnel Assistant