

Chair Linda L. Thorpe called to order the meeting of the Personnel Committee at 9:00 a.m. on Wednesday, December 21 in the Courthouse Conference Room #2, 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, Emil Bakka, Bob Egan and Sig Hjemvick.

Personnel Committee Member Absent: Jim Behling

Others Present: Janna Kahl, Martha Milanowski, Steve Favorite, Ken Anderson, Marcus Nesemann, Nikki Fuller, Jerri Radtke.

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

Approve Minutes: Motion by E. Bakka, seconded by B. Egan to approve the December 8, 2011 minutes. J. Kahl to change Office Furniture to be forwarded to Public Property, as opposed to County Clerk's office. L. Thorpe asked for the verbiage on the adjournment to be modified. All voting aye, carried.

Vacation Carryover Requests: None.

Approve Bills: No action was taken.

Land Mapping/Surveyor Specialist: M. Milanowski confirmed that the County is not required to have an elected surveyor. Therefore, B. Gibson and J. Kahl recommend that the Registered Land Surveyor license be "preferred," and the position be considered non-exempt under the FLSA. Should the position eventually require the RLS license, the position shall be considered exempt under the FLSA.

Closed Session: Motion by S. Hjemvick, seconded by E. Bakka, to convene in closed session, pursuant to Wis. Stat. §§19.82(1) and 19.85(1)(c) & (e), for the purpose of discussing matters regarding collective bargaining, deliberating or negotiating the purchasing of public property, the investing of funds, or conducting other specified public business, wherever competitive or bargaining reasons require a closed session to discuss Grievance 2011-2, Local AFSCME 474-A Courthouse; Grievance No. 11-00665, Local 118, Vilas County Deputy Sheriff's Association; and considering employment, promotion, compensation, or performance evaluation data of any public employees over which the governmental body has jurisdiction or exercise responsibility. All voting aye, carried. Motion by B. Egan, seconded by S. Favorite, to adjourn closed session pursuant to Wis. Stat. §19.82(1) and 19.85(1)(c) & (e), return to open session. All voting aye, carried.

Committee may take action on matters discussed in closed session: Motion by S. Hjemvick, seconded by S. Favorite, to deny Grievance 2011-2, Local AFSCME 474-A due to the fact that the staffing decisions for 2012 have not been made at this time. All voting aye, carried. Motion by B. Egan, seconded by E. Bakka to deny Grievance 11-00665, Local 118, Vilas County Deputy Sheriff's Association. All voting aye, carried.

Highway Commissioner Update: J. Kahl to send a letter to the Highway Committee affirming that the current Interim Commissioner's position will expire on January 21. The Committee will need to make a determination and inform Personnel on how it would like to proceed, given the options of 1) Combining the positions of Highway Commissioner and Patrol Superintendent, 2) Partnering with another County and sharing it's Highway Commissioner, 3) Move forward on the Highway Commissioner interviews that had previously been arranged. Personnel is requesting that the Highway Committee communicate what it thinks are the pros and cons of these three possible scenarios. J. Kahl will include in the letter Personnel's upcoming meeting dates to determine if Highway is available for a joint meeting to continue these discussions. Motion by S. Hjemvick, seconded by E. Bakka for J. Kahl to draft and send this letter to the Highway Committee. All voting aye, carried.

S. Favorite left the meeting at approximately 11:30 am.

LTE Policy: J. Kahl will add that a background check and pre-employment drug screen will be conducted prior to the hiring of an LTE. J. Kahl will confirm the hour max for current LTE's, and adjust the policy if appropriate. In addition, J. Kahl will add that current LTE's are grandfathered from the "selection process." Motion by B. Egan, seconded by E. Bakka, to approve the LTE Policy, with the said modifications. All voting aye, carried.

Layoff Policy: Several changes to the draft were discussed. J. Kahl will amend the draft and distribute a second draft for review at the next meeting. J. Kahl to draft sample early retirement program and present at a future meeting.

Collective Bargaining Agreement Expiration/ Work Rules: J. Kahl and M. Milanowski to draft a memo for the Committee's review (to be distributed to employees), identifying the articles within the current contracts which will remain, and those which will not, effective January 1, 2012, until such time the Interim Work Rules are adopted by the full Board.

Out of County Travel: None.

HR Manager Report: None.

Letters and Communications: None.

Future meeting dates: December 28 at 2:30 pm, January 6 at 10:00 am, January 25 at 9:00 am.

Adjournment: L. Thorpe announced there is no further business to discuss and the meeting stands adjourned the meeting at 1:00 pm.

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

Respectfully submitted by: Janna Kahl, Human Resources Manager