

Chair Linda L. Thorpe called to order the meeting of the Personnel Committee at 1:00 p.m. Monday, April 4, 2011 in the Training Conference 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.

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

**Others Present:** Corporation Counsel Martha Milanowski, Chris Mayer, Steve Favorite, Dan Borowski, Joe Fath, Ken Anderson and Stephanie Nesbitt.

**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 Committee meeting minutes:** Motion by B. Egan, second by E. Bakka to approve the March 30, 2011 minutes. All voting aye, carried.

**Approve bills:** None.

**Vacation Carryover Requests:** None.

**Trainings and Seminars:** None.

**Human Resource Manager Position Description:** L. Thorpe said she would like to see a change to the duties and responsibilities item number 1 to eliminate the language of coordinating the payroll, benefits and accounts payable coordinator position. She feels this should remain separate. M. Milanowski said there would be some overlapping as far as the benefits with the HR manager and payroll position but that is spelled out in number 7 as well. J. Behling recommended ending the first sentence under number 1 at Department and eliminating the remainder. He pointed out that items 15 and 16 had been added since the previous meeting as well. Discussion.

Motion by J. Behling, second B. Egan to approve the Human Resource Manager position description as modified. All voting aye, carried.

**Resolution Creating Human Resource Manager Position:** A recent survey of other counties shows the median salary for this position is between \$60,000 to \$65,000, plus benefits. J. Behling feels that is a fair wage to the County and a good place to start. S. Hjemvick felt a resolution alone to County Board will not be enough to pass this, he feels some sort of letter of recommendation should accompany the resolution. Discussion. No action taken.

**Closed Session:** Motion by J. Behling, second E. Bakka to go into closed session at 2:00 p.m. pursuant to Wis. Stat. §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and Wis. Stat. §19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Committee will discuss and take possible action on a proposal for modifying the corporation counsel's office.

Motion by J. Behling, second by S. Favorite to adjourn closed session pursuant to Wis. Stat. §19.85(1)(c) and (e) and return to open session at 4:00 p.m. All voting aye, carried.

S. Hjemvick left the meeting at 3:45 p.m.

**Committee may take action on matters discussed in closed session:** Motion by J. Behling, second S. Favorite for the Personnel Committee to draft a resolution for an April 7, 2011 Personnel Committee meeting recommending approval of a proposal to privatize the Corporation Counsel's office. Discussion. All voting aye, carried.

**Letters and communications:** None.

**Future Meeting Dates:** Next meeting is April 7, 2011 at 3:00 p.m.

Chair Thorpe announced there is no further business on the agenda. This meeting stands adjourned at 4:15 p.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