



Vilas County Personnel Committee

330 Court Street • Eagle River, WI 54521

www.co.vilas.wi.us • 715-479-3797 • Fax: 715-479-3799

The Personnel Committee will be meeting on **Wednesday, May 22 at 9:00 am**, in the Vilas County Courthouse Conference Room #2, 330 Court Street, Eagle River, Wisconsin.

A quorum of the Vilas County Board and various County Board committees may be present at this meeting. No business will be discussed nor any action taken by the Vilas County Board or any other County Board committee, other than the committee listed on this notice.

Committee Members:

James Behling
Chair

Steve Favorite
Vice-Chair

Edward Bluthardt

Ron DeBruyne

Lorin Johnson

1st Amended AGENDA

1. Call to order
2. Approve agenda to be discussed in any order by the Chair
3. Approve April 17, 2013 meeting minutes
4. Vacation carryover request
5. PTO carryover request
6. Highway Shop Foreman vacancy
7. Highway General Worker vacancy
8. Extension Secretary job description
9. Conservationist job description
10. GIS Coordinator job description
11. IT System Administrator job description
12. Floating Secretary
13. Human Resources Specialist job description
14. Employee suggestion program
15. Forestry and Recreation Department summer working hours policy
16. Employment application modifications
17. Zoning staffing
18. Maintenance Interim Lead Worker lunch period
19. Exempt employee initial PTO accrual
20. PTO and grandfathered new hires
21. It is anticipated that a motion will be made and seconded to go into closed session pursuant to Wis. Stat. § 19.85(1)(c)(e) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and where competitive or bargaining reasons require closed session (compensation of County department heads based upon overall performance data and evaluate performance of certain county employees for the possibility of lateral transfer or promotion, bargaining agreements between Vilas County and the Highway and Social Workers Associations, competing disability carriers).
22. Adjournment of the closed session pursuant to Wis. Stat §19.85(1)(c)(e), and return to open session.
23. Committee may take action on any matters disclosed in closed session
24. Letters and Communications
25. Next Meeting Date: June 19 at 9 am
26. Adjournment

If a committee member cannot be present for this meeting through its entirety, please notify the chairperson of your committee or department relative to your meeting. A new meeting date may have to be rescheduled in order for your committee to obtain a full quorum.

Please note: If you have any special needs, or require special accommodations, please call (715) 479-3600 or write: 330 Court Street, Eagle River, WI 54521.

NOTICE OF POSTING: May 20, 2013

All Committee Members, Corporation Counsel Martha Milanowski, County Clerk Dave Alleman, County Supervisor Dennis Nielsen, Fred Radtke, Vilas County News Review, Rhinelander Daily News, Lakeland Times, News of the North, FYI Northwoods, Radio Stations: WERL/WRJO and WCYE, Ken Anderson, Eagle River City Hall, Olson Memorial Library, Vilas County Justice Center, Vilas County Courthouse Bulletin Board