

PERSONNEL COMMITTEE MEETING

June 17, 2009

Chair Kathleen Rushlow called to order the meeting of the Personnel Committee at 9:00 a.m., on Wednesday, June 17, 2009, at the Vilas County Courthouse, Eagle River, Wisconsin.

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

Present: Committee Members: Chair Kathleen Rushlow, Vice-Chair Linda L. Thorpe, James Behling, Bob Egan and Sig Hjemvick. Others present: Corporation Counsel Martha Milanowski, Public Health Director Gina Egan, Commission on Aging Director Joe Fortmann and Personnel Confidential Assistant Beth Carter.

Approval of Agenda: Motion by B. Egan, seconded by J. Behling to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye, carried.

Approval of Minutes: Motion by L. Thorpe, seconded by J. Behling to approve the May 20th, 2009 minutes. All voting aye, carried.

Approval of Bills: Motion by B. Egan, seconded by J. Behling to approve the bills as presented. All voting aye, carried.

Vacation Carryover Requests: Motion by S. Hjemvick, seconded by L. Thorpe to approve a five (5) day vacation carryover request for Helga Low, dated June 1, 2009. All voting aye, carried.

Trainings and Seminars: Corporation Counsel Martha Milanowski will be attending *Collective Bargaining & Binding Arbitration* training session in Pewaukee, July 20, 2009.

County Safety Program Update: Emergency Management Director Jim Galloway appeared to report to the committee his activities regarding the Vilas County Safety Program. At this time the Vilas County Safety Plan is complete in draft form. Copies have been given to *Kathleen Rushlow*, Chairperson of the Vilas County Loss Control Committee, *Mark Sichterman*, Area Vice-President of the Arthur J. Gallagher Co. and *Jodi Trass*, Senior Risk Management Consultant of the Wisconsin County Mutual Insurance Corporation. The purpose of distributing these copies is to allow review of the document for organization, content and compliance with exiting State and Federal regulations. Upon the completion of this review, necessary adjustments will be made and the document will be forwarded for committee approval. A copy of the Vilas County Safety Plan's *Table of Contents* was given to all members of the Personnel Committee.

Closed Session: Motion by L. Thorpe, seconded by J. Behling to go into closed session at 9:06 a.m., pursuant to Wis. Stat., § 19.85(1)(c)(f) & (g), for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to discuss specific personnel problems and 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: Chair K. Rushlow, Vice-Chair L. Thorpe, J. Behling, B. Egan, and S. Hjemvick, unanimous, motion carried.

Adjournment of Closed Session and Return to Open Session: Motion by L. Thorpe, seconded by J. Behling for adjournment of the closed session and return to open session at 11:42 a.m. A roll call vote found the following members voting yes: A roll call vote found the following members voting yes: Chair K. Rushlow, Vice-Chair L. Thorpe, J. Behling, B. Egan, and S. Hjemvick, unanimous, motion carried.

Committee may consider ratifying any action taken in closed session:

- Motion by B. Egan, seconded by L. Thorpe to approve a 3% increase for the Assistant Corporation Counsel, effective January 1, 2010 and that a resolution is presented to County Board for approval.
- Motion by L. Thorpe, seconded J. Behling that Pam Pedersen be offered the Public Health Nurse position, subject to a 6 month probation period, at 100 % of the salary, effective June 15, 2009. All voting aye. Carried.
- Motion by L. Thorpe, seconded by S. Hjemvick to approve a 3% increase for the Public Health Nurse, effective January 1, 2010 and that a resolution is presented to County Board for approval.
- Motion by S. Hjemvick, seconded by J. Behling to deny advancing E. Jean Koranda, Economic Support Specialist B, in the Vilas County Department of Social Services to the top rate of pay. All voting aye. Carried.
- Motion by J. Behling, seconded by L. Thorpe Motion by B. Egan, that Page Nichols receive \$7.25 per hour while assisting the Treasurer's office during tax season. All voting aye, carried.

Letters and Communications: None.

Future Meeting Dates: July 22, 2009.

Adjournment: Motion by L. Thorpe, seconded by S. Hjemvick to adjourn the meeting at 11:53 pm. All voting aye, carried.

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

Submitted by: Beth Carter
Personnel Confidential Assistant