

CIVIL SERVICE COMMISSION MEETING

August 14, 2014

Meeting Minutes

Chair Wally Obermann called the meeting to order of the Civil Service Commission at 9:00 am on Thursday, August 14, 2014 in the Courthouse HR Conference Area, Eagle River, Wisconsin. Public meeting notice was given to the public twenty-four hours prior to the meeting.

Civil Service Commission members present: Wally Obermann, Pat Norris, Dan Meyer, Jim Sherwood
Others Present: Sheriff Joe Fath, and Jail Administrator Bill Weiss.

Approve agenda: Motion by Dan Meyer, seconded Jim Sherwood to approve the agenda to be discussed in any order by the Chair. All voting aye, carried.

Budget 2015

Reviewed and made adjustments. Deb Bohn will notify the Finance Director of the changes.

Staffing

Jim Sherwood questioned why we were creating an eligibility list again. We incur costs to hire and are unable to retain. What are the reasons behind the turnover? Comments were made. Joe made the statement that the most of the separations were due to retirement

Jim Sherwood stated that the greatest concern is correctional officer. Review and present to board what we need to do to retain employees. Wally Oberman asked to review and place it on the agenda.

Approve minutes: Motion by Pat Norris, seconded by Jim Sherwood to approve the July 1, 2014 meeting minutes. All voting aye, carried.

Closed session: Motion by Jim Sherwood seconded by Pat Norris, to convene into closed session, pursuant to Wis. Stat. §19.85(1)(c), 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 (Review and discuss Correctional Officer eligibility lists, 2014-2015 Deputy eligibility list).

All voting aye, carried. Motion by D. Meyer, seconded by J. Sherwood, to adjourn closed session pursuant to Wis. Stat. §19.85(1)(c), and return to open session. All voting aye, carried.

Committee may take action on matters discussed in closed session:

In addition, for future recruitment ads make a note that the Vilas County will reimburse \$75.00 EMPCO fee upon hire for Deputy and Correctional Officers. Motioned by J. Sherwood, second Pat Norris.

Sheriff Joe Fath mentioned his discussion with command staff in the past about possibly consideration to require some law enforcement experience for future openings. This experience could be reviewed by the county and consideration given to start at a rate other than starting rate based on training and experience. Joe will contact the WPPS agent and bring this back to the committee at the next meeting.

Recreational Officer Position

Comment by Sheriff Fath – It is the recommendation and approved moving to Personnel Committee.

Interview Dates for Correctional Officers

Set for August 27, 2014

Vacant Civil Service Position

No applicants from the ad. Some members on the Commission know of there that may have an interest. Each will contact those individuals and there will be asked to contact HR for an application or apply via the County website. Wally also mentioned the possibility of appearing on the Channel 12 morning talk to advertise the role of the commission and that we are looking for members.

Elect Vice-Chair

Wally asked for a motion to nominate a new vice-chair in the absence of Deb Preuss. Motion by Dan Meyer to nominate Pat Norris and seconded by Jim Sherwood second motion. No other nominations, hearing none, declare Pat Norris the new Vice-Chair.

Jim's term is up in October (2). Jim agreed to retain another 3 year term. Wally will discuss with Ron Bruyne.

Future Meeting Dates – August 27, 2014

Letters and Communications: None

Adjournment: Motion by Jim Sherwood, seconded by Dan Meyer to adjourn the meeting at 10:08 A.M. All voting aye, carried.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or commission.

Respectfully submitted by: Debra Bohn, HR Manager