

Chair Jim Behling called to order the meeting of the Personnel Committee at 9:00 am on Wednesday, January 15, 2014 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 Jim Behling, Ed Bluthardt, Lorin Johnson, Chuck Hayes

Personnel Committee members absent: Steve Favorite and Ron DeBruyne

Others Present: Janna Kahl, Martha Milanowski, Sheriff Joe Fath, Bill Weiss, Mike Biszak, Joy Schmitz

Approve agenda: Motion by E. Bluthardt, seconded by L. Johnson, to approve the 2nd amended agenda to be discussed in any order by the Chair. All voting aye, carried.

Approve minutes: Motion by E. Bluthardt, seconded by L. Johnson, to approve the January 6, 2014 meeting minutes. All voting aye, carried.

Temporary Commitment appointment – Mr. Chuck Hayes: Jim Behling announced that Chuck Hayes would be taking the place of Steve Favorite through March 2014.

Child Support Specialist vacancy: Motion by L. Johnson, seconded by E. Bluthardt, to fill the vacancy through internal posting. All voting aye, carried.

VSO Benefit Specialist vacancy: Motion by L. Johnson, seconded by C. Hayes, to fill the vacancy through internal posting. During discussion, M. Biszak requested a minimum two-week overlap with the existing and new Benefit Specialist, to allow for training. Motion by E. Bluthardt, seconded by L. Johnson, to create an effective date for the transition to on or about April 15, 2014. All voting aye on the amendment, carried. All voting aye on the amended motion, carried.

Highway part-time patrolman resolution: Motion by E. Bluthardt, seconded by L. Johnson, to accept the resolution and forward to the County Board for approval. All voting aye, carried.

FTO Compensation – Jail: J. Kahl presented information that detailed in 2013, Correctional FTO's were awarded \$3,062 in AL Days plus \$.50/hour for FTO duties. This resulted in a cost of the FTO program in the jail of \$3,500 in 2013, plus the cost of back-filling the AL day absences, for a total program cost approximated at \$6,600. J. Kahl, J. Fath, and B. Weiss recommend that the FTO's are awarded a lump sum of \$600 at the end of the year. There will now be five FTO's, as opposed to four, making the cost of the program in 2014, \$3,000. Motion by C. Hayes, seconded by L. Johnson, to adopt the recommended proposal of a lump sum of \$600/year, awarded to FTO's remaining employed on December 31 of the year in question. All voting aye, carried.

Wipfli wage study resolution: Motion by L. Johnson, seconded by C. Hayes, to adopt the resolution and forward to the County Board. All voting aye, carried.

Highway Lead worker wage premium: J. Kahl presented a draft job description and proposals of lead worker pay differentials. The Highway Committee forwarded a recommendation of \$1.00/hour differential. Motion by L. Johnson, seconded by C. Hayes, to establish the lead worker wage premium at \$1.00/hour. All voting aye, carried.

Closed Session: Motion by L. Johnson, seconded by E. Bluthardt, to go into closed session pursuant to Wis. Stat. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Employee leave request, Department Head performance evaluation, Returning Sheriff department employee benefit accrual). All voting aye, carried. At 10:40 am, motion by C. Hayes, seconded by L. Johnson, to convene closed session pursuant to Wis. Stat §19.85(1)(c) and return to open session. All voting aye, carried.

Committee may take action on any matters disclosed in closed session: Motion by E. Bluthardt, seconded by L. Johnson, to recognize the Sheriff's Department employee for her prior years of service in calculating current benefit and seniority levels, less the time the worker was not employed by Vilas County. All voting aye, carried.

Motion by C. Hayes, seconded by E. Bluthardt, based upon the information described to the Committee, the employee leave request is denied. All voting aye, carried.

Employee suggestions: None

Out of County travel: None

Letters and Communication: January 7, 2014 letter from Lawrence Haling, President of Vilas Highway and Forestry Employees, that the union will be de-certifying. Letter from Social Service Secretary, Rosemary Leveille, that she will be retiring from the County effective January 31, 2014. Thank you letter from Conservation Specialist, Quita Sheehan, thanking the Committee for their sponsorship of Ms. Sheehan in the 2014 Vilas Vision program. Training report from J. Kahl of the NCHA meeting held December 18, 2013. Letter received the morning of January 15 from the Highway Committee, requesting the results of the Wipfli wage study. As this was included in Letters and Communication, no action could be taken, but the results are open record and will be shared with the Committee members via the County Board packets, mailing this Friday.

Future meeting date: February 6, 2014

Adjournment: J. Behling indicated there was nothing further on the agenda, and the meeting stands adjourned at 10:53 am.

Minutes reflect the recorders notation and are subject to approval by the appropriate board or committee. Respectfully submitted by: Janna Kahl, Human Resources Director