

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**  
**Thursday, March 11, 2010**  
**9:00 am**  
**Open Session**  
***A Quorum of the County Board may be present***

*The Committee may take up matter noticed on this agenda at any time during the meeting regardless of the location of such item on the agenda.*

1. Call to order
2. Approval of Agenda
3. Approval of Minutes of February 25, 2010
4. Public Comments
5. Committee Calendar
6. Update on Development of County Administrator Position
7. Corporation Counsel
  - a. Monthly Report
8. Employee Relations
  - a. Health Insurance Fund Update
  - b. Job Openings/New Hires Report
  - c. Safety and Wellness Update
9. Consideration of Revision and/or Recommendations for County Board Rules of Order; Code of Ethics; Duties and Responsibilities of Committees Policies; and Personnel Policies consistent with Creation of County Administrator and Organizational Meeting of County Board of Supervisors, Term 2010-2012:
  - a. Review/compilation of Recommendations on Policy Changes from other Committees and County Board Supervisor
10. Employee Morale
11. Committee Observations
12. Agenda Items for Next Meeting
13. The Committee may entertain a motion to go into closed session for purposes of discussing bargaining strategies related to the resolution regarding proposals affecting terms and conditions of current agreements with all bargaining units: Closed Session pursuant to Wis. Stat. Sec. 19.85(1)(e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

**The Committee may reconvene in open session following any of the noted closed sessions to consider or take action on any matter contained in this notice/agenda**
14. Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

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Chairman Arcand called the meeting to order at 9:00 am.

Present: Arcand, Brown, Schmidt, Newville, Rattel

Also Present: Andrea Jerrick, Darlene Kusmirek, Jeff Fuge

**Motion (Brown/Schmidt) to approve agenda. Motion carried by voice vote.**

**Motion (Newville/Brown) to approve minutes of February 25, 2010. Motion carried by voice vote.**

Public comments – None.

Committee Calendar – Next scheduled Personnel Committee meeting March 25<sup>th</sup>, 2010, Worksite Wellness at 7:30 a.m. on Thursday, March 18<sup>th</sup>. C.A. reception and interviews will be April 9<sup>th</sup> and 10<sup>th</sup>.

County Administrator Position update – Supervisor Schmidt updated committee on the recruitment and timeline process of the County Administrator.

Corporation Counsel – Fuge gave brief update and monthly report.

Employee Relations – Jerrick gave update on Department activities, including Job Opening and New Hire report, updates regarding the Health Insurance Fund, Safety and Worksite Wellness Committees. She also noted that there was a Highway Labor Management Meeting scheduled in the afternoon.

Consideration of Revision and/or Recommendations for County Board Rules of Order; Code of Ethics; Duties and Responsibilities of Committees Policies; and Personnel Policies consistent with Creation of County Administrator and Organizational Meeting of County Board of Supervisors, Term 2010-2012 – No action taken at this time.

Employee Morale – no updates

Committee Observations – none

Agenda Items for next meeting – Lime Quarry Manager's Job Description

**Motion (Schmidt/Newville) to go into Closed Session for the purposes of discussing bargaining strategies related to the resolution regarding proposals affecting terms**

**and conditions of current agreements with all bargaining units pursuant to Wis. Stat. Sec. 19.85(1)(e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll-call vote taken. Those voting yes: Newville, Rattel, Schmidt, Brown, Arcand. Motion carried.**

Closed: 10.00 a.m.

**Motion (Brown/Newville) to return to Open Session. Motion carried by voice vote.**

Open: 10:07 a.m.

**Motion (Newville/Brown) to adjourn. Motion carried by voice vote.**

Adjourned 10:09 a.m.