

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**  
**Thursday, April 8, 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 March 25, 2010
4. Public Comments
5. Committee Calendar
6. Update on Development of County Administrator Position
7. Corporation Counsel
  - a. Briefing on WCA Labor Law Seminar
  - b. Labor Law/Open Meetings Seminar – May 4, 2010
8. Employee Relations
  - a. Out of County Travel – WPELRA and WERC Conferences
  - 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 hearing of grievance from AFSCME Local 774 and 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 9:04 am.

Present: Arcand, Brown, Schmidt, Newville, Rattel

Also Present: Andrea Jerrick, Darlene Kusmirek, Jeff Fuge

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

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

Public comments – None.

Committee Calendar – This is the final Personnel Committee meeting prior to the Board restructure. The next Personnel Committee will remain as previously scheduled, on Thursday, April 22. The Safety Committee is scheduled to meet at 10 a.m. on Monday, May 3 and the Worksite Wellness Committee is scheduled for 7:30 a.m. on Thursday, May 20<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 regarding the activities of the department as well as shared information regarding available training on Open Meeting Law offered by Weld, Riley on May 4<sup>th</sup>. He also stated that WCA will be offering training for supervisors this spring on the same topic. The Committee was also briefed on the information that he has been asked to share with new County Board Supervisors during their orientation.

Employee Relations – Jerrick gave update on Department activities, including Job Opening and New Hire report, updates regarding the Worksite Wellness Committees. And received agreement from the Committee that the upcoming conferences offered by WERC and WPELRA would be beneficial to both Employee Relations and Corp. Counsel.

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 – Fuge circulated the recommendations as updated by the committee on March 25<sup>th</sup> for confirmation.

Employee Morale – no updates

Committee Observations – none

Break: 10:15 a.m.

Resume: 10:30 a.m.

**Motion (Newville/ Brown) to go** into closed session for purposes of hearing of grievance from AFSCME Local 774 and 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. **Roll-call vote taken, all voted aye, motion carried.**

Closed: 10:31 a.m.

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

Open: 11:52 p.m.

In Closed Session the Personnel Committee upheld the Employer's decision and denied the grievance.

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

Adjourned: 11:54 a.m.