

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**  
**Thursday, May 27, 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 April 22, 2010
4. Public Comments
5. Committee Calendar
6. Corporation Counsel
  - a. Department Report
  - b. Presentation of 2009 Annual Report
  - c. Resolution to Authorize Legal Services Cooperative Agreement
  - d. Review of Departmental Budget
  - e. Out of State Travel for Labor Law & Arbitration Seminar
7. Employee Relations
  - a. Department Update
  - b. Presentation of 2009 Annual Report
  - c. Health Insurance Report
  - d. Safety/Wellness Report
  - e. Job Openings/New Hires Report
8. Employee Morale
9. Committee Observations
10. Agenda Items for Next Meeting
11. The Committee may entertain a motion to go into closed session for purposes of considering letters of agreement and/or grievance issues concerning Polk County 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.  
-and-  
The Committee may entertain a motion to go into closed session for purposes of reviewing applicant(s) for consideration as a recipient under Policy 508 – Voluntary Vacation Donation and consideration of payment of insurance claims. Closed Session under Wis. Stat. Sec. 19.85(1)(f) considering medical histories of specific persons.  
**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**
12. 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.

Polk County Personnel Committee  
Polk County Government Center, West Conf Room  
100 Polk County Plaza, Balsam Lake, WI 54810  
Thursday, May 27<sup>th</sup>, 2010

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

Present: Arcand, Schmidt, Sample, Nelson, Edgell

Also Present: Fuge, Jerrick, Kusmirek, Cooper

**Motion Sample/Schmidt to approve agenda. Motion carried by voice vote.**

**Motion Schmidt/Sample to approve minutes of April 22, 2010. Motion carried by voice vote.**

Public Comments – None

Committee Calendar – Next regularly scheduled Personnel Committee meeting June 10<sup>th</sup> and June 24<sup>th</sup>, 2010, 9:00 am. Job Study June 16<sup>th</sup>, 9:00. County Administrator starts June 7<sup>th</sup>, 2010. Safety Meeting July 12, 2010, 10:00 am.

Corporation Counsel – Handout of Department Report and presentation of 2009 Annual Report. Fuge briefed the Committee on the Resolution to Authorize Legal Services Cooperative Agreement. **Motion (Schmidt/Edgell) to approve Resolution to Authorize Legal Services Cooperative Agreement to County Board. Motion carried by voice vote.**

**Motion (Sample/Schmidt) to approve out state travel to Labor Law and Arbitration seminar. Motion carried by voice vote.**

**Motion (Schmidt/Edgell) to approve Office of Corporation Counsel 2009 Annual Report. Motion carried by voice vote.**

Break 10:10

Back 10:26

Employee Relations – Jerrick gave update on Departmental activities and Health Insurance Report. Mentioned Federal and State health insurance changes implemented April 1<sup>st</sup>, 2010 and possible impact to County. Presented 2009 Annual Report. **Motion (Edgell/Schmidt) to approve Employee Relations 2009 Annual Report. Motion carried by voice vote.**

Kusmirek updated Committee on Safety and Wellness, along with handout of Job Openings and New Hires report.

**Motion (Schmidt/Nelson) to go into Closed Session for the purposes of considering letters of agreement and/or grievance issues concerning Polk County bargaining units pursuant to Wis. Stat. Sec. 19.85(1)(e) conduction other specified business, whenever competitive or bargaining reasons require a closed session and for the purpose of reviewing applicants for consideration as a recipient under Policy 508 – Voluntary Vacation Leave Donation and consideration of payment of insurance claims under Wis. Stat. Sec. 19.85(1)(f) considering medical histories of specific persons. Roll-call vote taken: Those voting yes: Arcand, Schmidt, Edgell, Sample, Nelson.**

Closed: 11:22 am

Present in Closed Session: Members of the Personnel Committee, Jeff Fuge, Andrea Jerrick, Darlene Kusmirek, Darlene Kusmirek

Chairman Arcand left Closed Session at 11:29

**Motion ((Edgell/Nelson) to return to Open Session. Motion carried by voice vote.**

Open: 12:13 pm

**Announcement of Motion in Closed Session to approve application of a Polk County employee for acceptance of vacation donation pursuant to Policy 508. Motion carried by voice vote.**

**Motion (Nelson/Edgell) to adjourn. Motion carried by voice vote.**

Agenda items – meeting with surrounding counties – cost comparisons of other counties

Adjourned: 12:36 pm