

Polk County Personnel Committee
Polk County Government Center, West Conference Room
100 Polk County Plaza, Balsam Lake, Wisconsin 54810
February 9, 2012
9:00 a.m. - Tentative Adjournment at 11:00 a.m.
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. 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, including taking necessary action on matters considered in closed session as may be noticed herein.

Order of Business

A. Organizational Matters

1. Call to order
2. Approval of Agenda
3. Public Comments
4. Approval of Minutes: January 12, 2012

B. Items of Business

5. County Administrator
 - a. Discussion and Recommendation on potential amendments to Interim Personnel Policy and Interim Administrative Policy
 - b. Discussion and Recommendation on Personnel Committee provisions of Policy 10 – Duties and Responsibilities of Governing Committees
 - c. Consideration of Resolution to Establish Elected Official Compensation for Terms Commencing January 1, 2013
 - d. Discussion – WRS Withholdings for Elected Officials
6. Bargaining with all Polk County labor associations which may include:
 - a. WPPA Corrections Officers Local 385
7. Review County Labor Agreement Benefits/Contracts and For purposes of considering collective bargaining strategy 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 for purposes of considering health insurance claim payment request under Wis. Stat. Sec. 19.85(1)(f) considering medical histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data.
8. Discussion/Consideration of resolution(s) authorizing labor agreements with all Polk County labor associations on legally authorized contract terms and conditions, for contracts commencing January 1, 2012 and any other general compensation adjustments.
9. Committee Calendar

C. Information and Discussion

10. County Administrator
 - a. Discussion of funding streams for County positions (ongoing item)
 - b. Status of Non-Represented Compensation/Wage Grid Review
11. Corporation Counsel
 - a. Activity Report
 - b. Introduction/Discussion of 2012 Department Goals
12. Employee Relations
 - a. Activity Report
 - b. Introduction/Discussion of 2012 Department Goals
 - c. Safety/Wellness Report

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.

- d. Job Openings/New Hires Report
- 13. Committee Member Reports
- 14. Agenda Items for Next Meeting
- 15. Adjourn

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Thursday, February 9, 2012

Chair Arcand called the meeting to order at 9:03 a.m.

Present: Arcand, Schmidt, Nelson, Sample, Edgell
Also present: Frey, Jerrick, Malone, Kusmirek
And: Kris Hartung, Lois Hoff

Motion (Schmidt/Nelson) to approve the agenda. Motion carried by voice vote.

Public Comments – None

Motion (Schmidt/Nelson) to approve the minutes from the January 12, 2012 meeting as presented. Motion carried by voice vote.

Discussion and Recommendation of potential amendments to Interim Personnel Policy and Interim Administrative Policy – Frey distributed a information regarding prohibiting cell phone use when driving on county business. Reviewed and discussed the coordination of the Transition and Personnel Committees in continuing review of policies.

Motion (Sample/Edgell) to recommend amending the cell phone use policy to prohibit cell phone use while driving, as presented by County Administrator. Motion carried by voice vote.

Discussion and Recommendation on potential amendments on Personnel Committee provisions of Policy 10 – Duties and Responsibilities of Governing Committees - Reviewed previous recommendations.

Motion (Sample/Nelson) to move the Personnel Committee revision of Policy 10 to the Organizational Committee. Motion carried by voice vote.

Consideration of Resolution to Establish Elected Official Compensation for Terms Commencing January 1, 2013 – Discussion of previous recommendation to establish 1.5% increase each year for elected officials with terms commencing January 7, 2013.

Motion (Schmidt/Sample) to move the Resolution to establish the elected official's compensation for the terms commencing January 7, 2013, to the County Board. Motion carried by voice vote.

Discussion – WRS Withholdings for Elected Officials – Fuge updated the committee on recent decisions and recommendations.

Break – 10:00 a.m.

Reconvene – 10:25 a.m.

Calendar – The committee has requested staff to schedule next meeting for March 1, 2012.

County Administrator Status of Non-Represented Compensation/Wage Grid Review – Frey gave a presentation “Compensation Policy and Organizational Performance”

11:38 a.m. Supervisor Schmidt left the meeting.

Corporation Counsel Activity Report – Fuge informed the committee of recent and current activities. The Committee recommended Corp Counsel’s office work with County Administrator Frey to establish Corporation Counsel goals for 2012.

Employee Relations – Jerrick shared updates from the department, including brief update regarding safety and wellness committees. The Committee recommended Employee Relations work with County Administrator Frey to establish Employee Relations Department goals for 2012.

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

Adjourned – 12:09 p.m.