

**Polk County Personnel Committee**  
**Polk County Government Center, West Conference Room**  
**100 Polk County Plaza, Balsam Lake, Wisconsin 54810**  
**Friday, October 8, 2010**  
**9:00 am**  
**Open Session**  
***A Quorum of the County Board may be present***  
***\*Amended***

*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 September 23, 2010
  4. Public Comments
  5. Committee Calendar
  6. Corporation Counsel
    - a. Activity Report
    - b. Discussion of 3<sup>rd</sup> Quarter expenditures pursuant to Policy 310
  7. Employee Relations
    - a. Discussion of 3<sup>rd</sup> Quarter expenditures pursuant to Policy 310
    - b. Status of Policy 209 and Employee Performance Evaluation Revision
    - c. Job Openings/New Hires Report
  - 8.\*Consideration of Request for Educational Leave of Absence – Land Information
  9. Proposed Submitted Polk County Budget for 2011:
    - a. Review of Summary of Recommended Staffing Plans and Compensations, and Health Insurance Premiums and Make Recommendations to County Board on Such Budgetary Items
    - b. Review of The Submitted Proposed Budget, Consider and Make Staffing and Budget Amendments and Make Final Recommendations to County Board on Such Budgetary Items
  10. Employee Morale
  11. Committee Observations
  12. Agenda Items for Next Meeting
  13. Review County Labor Agreement Benefits/Contracts
  14. The Committee may entertain a motion to go into closed session, as follows:
    - a. For purposes of considering letters of agreement, bargaining strategy, 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
    - b. For purposes of reviewing applicant(s) for consideration as a recipient under Policy 508 – Voluntary Vacation Leave 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, including taking necessary action on matters considered in closed session as may be noticed herein.**
15. Adjourn

\*Amended 10-7-10 at 8:45 am

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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Friday, October 8<sup>th</sup>, 2010

Supervisor Schmidt called the meeting to order at 9:15 a.m.

Present: Schmidt, Edgell, Nelson  
Also present: Frey, Fuge, Jerrick

Absent: Arcand, Sample

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

**Motion (Edgell/Nelson) to approve minutes of September 23<sup>rd</sup>, 2010 with correction of next scheduled Personnel Committee meeting on October 8 instead of October 14. Motion carried by voice vote.**

Public Comments – None.

Committee Calendar – Next regularly scheduled Personnel Committee meeting October 28<sup>th</sup>, 2010.

Corporation Counsel – Fuge provided informational report on Corporation Counsel and Child Support office expenditures.

Employee Relations – Jerrick provided informational report of Employee Relations expenditures as well as update on work towards Policy 209 revisions.

Consideration of Request for Educational Leave of Absence – Land Information – Sara McCurdy and Dana Frey presented a request for an educational leave of absence to the committee. Frey provided a recommendation for approval. **Motion (Nelson/Edgell) to approve Educational Leave of Absence to Land Information Director with parameters as outlined. Motion carried by voice vote.**

**Proposed Submitted Budget for 2011:**

**Review of Summary of Recommended Staffing Plan, Compensation and Health Insurance Premiums and Make Recommendations to County Board on Such Budgetary Items:**

The committee discussed the current situation with Health Insurance. Frey and Jerrick reviewed information recently obtained from HealthPartners translating into a need for a steeper rate increase than previously projected. Committee discussed implementing a December 1<sup>st</sup> adjustment to premiums with the potential for an additional mid-2011 adjustment depending on fund performance and claims experience going into 2011. **Motion (Nelson/Edgell) to increase Health Insurance premiums a minimum of 10% as soon as possible. Motion carried by voice vote.** The committee discussed Frey's recommendation of 2% across-the-board increase for non-represented employees effective January 1, 2011 currently contained in the budget. **Motion (Nelson/ ) to recommend a 2% increase for Non-**

**Represented Employees January 1<sup>st</sup>, 2011. Motion withdrawn.** Committee had additional discussion. **Motion (Schmidt/ ) to recommend a 1% increase for Non-Represented Employees January 1<sup>st</sup>, 2011. Motion failed for lack of second. Motion (Nelson/Edgell) to recommend a 0% increase for Non-Represented Employees January 1<sup>st</sup>, 2011. Motion carried by unanimous voice vote.**

Review of the Submitted Proposed Budget, Consider and Make Staffing and Budget Amendments and Make Final Recommendations to County Board on Such Budgetary Items: Committee discussed staffing recommendations for 2011. Committee did not make any recommendations to change current 2011 staffing proposal.

Committee discussed Employee Morale and Committee Observations. Discussion of revisiting Health Insurance issues as agenda item for next meeting.

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

Adjourned: 11:20 a.m.