

Polk County Personnel Committee
Polk County Government Center, West Conference Room
100 Polk County Plaza, Balsam Lake, Wisconsin 54810
December 8, 2011
9:00 a.m. - Tentative Adjournment at 10:30 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: November 4, 2011 meeting

B. Items of Business

5. County Administrator
 - a. Discussion and Recommendation of Personnel Policy and Consideration of Resolution to Adopt Personnel Policy and Repeal of Policies
6. Corporation Counsel
 - a. Discussion and Recommendation on Resolution to Amend Policy 390
7. Review County Labor Agreement Benefits/Contracts
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. Committee Calendar

C. Information and Discussion

9. County Administrator
 - a. Discussion of funding streams for County positions (ongoing item)
10. Corporation Counsel
 - a. Activity Report
11. Employee Relations
 - a. Activity Report
 - b. Safety/Wellness Report
 - c. Job Openings/New Hires Report
12. Status of Non-Represented Compensation/Wage Grid Review
13. Discussion on Resolution Setting Compensation for Elected Officials Compensation – for terms commencing January 1, 2013
14. Agenda Items for Next Meeting
15. 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, County Board Room
100 Polk County Plaza, Balsam Lake, WI 54810
Thursday, December 8, 2011

Chair Arcand called the meeting to order at 9:00 a.m.

Present: Arcand, Schmidt, Nelson, Sample, Edgell
Also present: Frey, Jerrick, Malone, Kusmirek

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

Public Comments – None

Motion (Schmidt/Nelson) to approve the minutes from the November 4, 2011 meeting. Motion carried by voice vote.

Discussion and Recommendation of Personnel Policy and consideration of resolution to Adopt Personnel Policy and Repeal of Policies– Reviewed and discussed the drafted Personnel Policy forwarded from the Transition Committee.

Motion (Sample/Edgell) to approve resolution to adopt Interim Personnel Policy and Interim Administrative policy and recommend passage of the Interim Personnel Policy and the Interim Administrative Policy as presented. Motion carried by voice vote.

Break – 10:27 a.m.
Reconvene – 10:37 a.m.

Elected Officials Compensation – Discussion and review of current and previous compensation.

Motion (Nelson/Schmidt) to maintain the 1.5% increase pattern to mirror the compensation of the Treasurer, Register of Deeds, and County Clerk to that of the Clerk of Courts. Roll call vote; those voting yes: Edgell, Nelson, Arcand, those voting no: Schmidt, Sample. Motion carried.

Discussion and Recommendation on Resolution to Amend Policy 390 – Review and discussion ensued.

Motion (Nelson/Schmidt) to approve resolution to amend Policy 390 Non Represented Employee Compensation Management policy as presented. Motion carried.

Discussion included a review of the Resolution as presented and the drafted Policy 390.

Motion (Edgell/Schmidt) to change verbiage from “shall” to “may” withhold those voting yes: Edgell, Nelson, Arcand, those voting no: Schmidt, Sample. Motion carried.

Agenda Items – Resolution Setting Compensation for Elected Officials

Motion (Sample/Nelson) to enter 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 – those voting yes: Arcand, Schmidt, Nelson, Sample, Edgell.

Closed session at 12:07 p.m.

Present in Closed Session: Members of the Personnel Committee, Frey, Jerrick, Malone, Kusmirek

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

Return to open session at 12:30 p.m.

Arcand left as business portion of the Meeting was completed at 12:30; Schmidt assumed position as Chair.

County Administrator, Corporation Counsel and Employee Relations presented brief department updates.

Committee Calendar – Next meeting held for bargaining tentatively December 21, 2011 at 1:00 pm; next regular business meeting January 12, 2011.

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

Adjourned – 12:46 p.m.