Committee Chair Debra Wopat called the meeting to order at 9:02 A.M.  

Debra Wopat, Barry Pufahl, Neil Ford, Doug Richmond, Dr. Curtis  

Joseph Ruf, Sheriff Dennis Richards, Michael Babcock, Sandra Roberts, Marc  

Playman, Kurt Dey, TO Boge, David White (AFSCME), Tim Gavinski, Mike Arndt,  

Ann Diech, Gary Anderson (WPPA), Linda Shawback  

Motion by Curtis/Pufahl to approve agenda as amended. Motion carried unanimously.  

Minutes reviewed from the December 6, 2006 regular meeting and December 20, 2006 meeting before County Board. Motion by Pufahl/Ford to approve minutes as presented. Motion carried unanimously.  

Discussion. Motion by Ford/Richmond to approve Governing Committee Expenditure Report as presented. Motion carried unanimously.  

Request from Medical Examiner, Marc Playman, to consider implementation of Section 7.22 Fringe Benefits (c) Sick (5) of the Policy and Procedures Manual. “the HR Committee may, at its discretion, transfer up to twelve (12) days of accrued sick leave for new Department Heads and supervisory officials”  

Discussion. Motion by Pufahl/Curtis to approve 12 days/96 hours of sick time to be applied to Marc Playman’s accrued sick bank. Motion carried unanimously.  

Recruitment continues for Deputy Coroner position(s). Committee informed that a Chief Deputy ME would also need to be contracted due to a vacancy. Discussion  

Holiday payouts and vacation carry over were reviewed. There was an explanation of the process but a formal written policy does not exist. Discussion. A policy will be put together and presented to the Human Resources Committee for review. Negotiations with the Sworn and Non-Sworn Units are open and the issue will be addressed through this process for union employees. The Judiciary Committee will be informed and their input will be included.  

Sandra Roberts, Health & Human Services Director, requested replacement of a Clerk Typist II due to a resignation. Discussion. Motion by Curtis/Richmond to approve the replacement request. Motion carried unanimously.  

Commission on Aging driver’s pay scale was discussed. Budgetary concerns required a review from previous approved pay adjustments. Discussion. Motion by Pufahl/Richmond to repeal the prior approval and maintain the COA driver pay scale as established for 2006. Review of pay structure will take place at a later time. Motion carried unanimously.
Sheriff - WPPA
Gary Anderson, WPPA Business Agent, presented a grievance based on denial of Holiday use request. Nine (9) Holidays were paid at the time of annual holiday and longevity payout. Employee requested to use the holidays during a Family Medical Leave request in lieu of payout. The checks had been processed prior to the reporting error being recognized. The request to remedy the grievance is to submit 72 hours unpaid that would represent the Holiday hours paid out and consider those hours part of the total 12-week FML. Motion by Richmond/Ford to approve as requested. Motion carried unanimously.

Highway Union AFSCME AFL-CIO 2698
David White, AFSCME Staff Representative, presented 2 separate grievances filed by one employee relating to the same incident. The first grievance involved the employee receiving a one-day suspension for insubordination and falsifying time. Discussion. Motion by Pufahl/Curtis to deny grievance supporting the suspension. Motion carried unanimously. The second grievance contents allege the one-day suspension was prior to a Holiday and resulted in the employee not receiving holiday pay. Article 9 Section 9.01 states “To be eligible for holiday pay, the employee must be on the payroll on the workdays before and after the holiday.” Discussion. Motion by Ford/Richmond to deny holiday pay. Motion carried unanimously.

Human Resources
Emergency Contact forms were distributed, reviewed and discussed. A one page form will be developed and brought back to the committee for review.

Negotiations
Sworn Unit negotiations are in the process and the next meeting is January 9, 2007. AFSCME Units reopening for Local 2698A (Professional), Local 2698B (Courthouse), Local 2698C (NonSworn) on January 31, 2007. Public Health Nurses, WFNHP, reopening meeting has been scheduled for January 30, 2007. Highway contract will be going to arbitration at a day to be determined.

Grievances
Three grievances filed by Highway have been scheduled for arbitration.

Evaluation of the HR Director was tabled until the next meeting.

Meeting Date
Human Resources February meeting tentatively scheduled for Wed., Feb. 7, 2007

Adjournment:
Motion by Richmond/Ford to adjourn at 11:15 A.M. Motion unanimous.

Respectfully submitted,

Recording Secretary,

Doug Richmond
Secretary

Jane Bescup
HR Program Coordinator

cc: HR Committee members, Chair Harlan Baumgartner, Joseph Ruf, County Clerk, Marc Playman, Kurt Dey, Sheriff Dennis Richards, Sandra Roberts, Gary Anderson –WPPA, David White-AFSCME