HUMAN RESOURCES COMMITTEE MEETING MINUTES
Wednesday, January 7, 2009       9:00 A.M.
Columbia County Annex   120 West Conant Street   Portage, WI 53901
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These minutes have been officially approved by the Human Resources Committee.

Call To Order
Committee Chair Susan Martin called the meeting to order at 9:02 A.M. The meeting was properly noticed and published.

Members Present
Susan Martin, Doug Richmond, Neil Ford, and Brian Landers

Absent
Dr. Curtis

Also Present
Joseph Ruf, County Board Chair Debra Wopat, Sheriff Dennis Richards, Cory Wiegel

Agenda Approval
Motion by Landers/Ford to approve agenda as presented. Motion carried unanimously.

Minutes
Motion by Ford/Richmond to approve minutes as submitted from the December 3, 2008 meeting. Motion carried unanimously.

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

Sheriff
A request to extend a Leave of Absence (LOA) for a Jail employee was submitted. Family Medical Leave benefits have been exhausted due to qualifying medical conditions within the last 12 months. Motion by Landers/Richmond to approve extending the leave of absence through the end of January 2009. Motion carried unanimously.

Building & Grounds
Cory Wiegel, Director of Building & Grounds, presented a replacement request for a Maintenance Mechanic due to the retirement, after 34 years, of Larry Martin. Approval is necessary from the Property & Insurance and Executive Committees before posting the position. Discussion. Request to continue posting within the Courthouse Union until positions are filled. Motion by Richmond/Ford to approve the refilling and continual posting until the required jobs are filled. Motion carried unanimously.

Human Resources

Department Head Performance Planning Guide
Finalization of the document that will replace the evaluation form for Department Heads was reviewed. The final version will be presented at the January 26, 2009 Committee Chair/Department Head meeting. The Committee critiqued the form with changes made by Committee Chair Susan Martin, who will also provide the presentation and explain the implementation of the process.

A timetable for the initiation of this new format was established with feedback from participants before a final version is adopted.

Compensatory Time
Review of compensatory time in excess of 80 hours was distributed. The committee requested this information be shared with the Governing Committees who oversee the Departments who have employees exceeding 80 hours.

Grievances, Negotiations, Mediations and Arbitrations
The committee received an update on upcoming grievances that will be heard at a future Human Resources meeting. The 2005 Professional Union accretion has been resolved with implementation of new pay rates January 1, 2009. Highway contract final offers are due to the mediator in early January 2009. The 5 AFSCME union contracts will exchange initial proposals on January 8, 2009. The WPPT, Sheriff Sworn unit and WFNHP, Public Health Nurses, proposal exchange will be scheduled in the near future.
Next Meeting Date | The next HR meeting will be Wednesday, February 4, 2009 at 9:00 AM.

Adjournment | Motion by Landers/Ford to adjourn at 11:14 A.M.

Respectfully submitted,                                         Recording Secretary,

Brian Landers                                                Jane Bescup
Secretary

cc: HR Committee, County Board Chair Debra Wopat, Vice Chair Robert Westby, Joseph Ruf, County Clerk, Erik Pritzl, Sheriff Dennis Richards, Cory Wiegel