**Call To Order**
Committee Chair Debbie Wopat called the meeting to order at 9:03 A.M.

**Members Present**
Daniel See, Andy Ross, Dr. Robert Curtis

**Excused**
Robert Westby

**Also Present**
Joseph Ruf, Susan Martin, Bill Casey, Sandra Roberts, John Hartman, Sheriff Rowe, Mary Saunders, Nancy VanEpps

**Agenda Approval**
Motion by See/Curtis to approve the agenda with the addition of Waddell & Reed Financial Service. Motion carried unanimously.

**Minutes**
Minutes reviewed from January 5, 2005. Motion by See/Curtis to approve committee meeting minutes. Motion carried unanimously.

**Expenditure Report**
Motion by Curtis/Ross to approve Governing Committee Expenditure Report as presented. Motion carried unanimously.

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**Solid Waste**
Bill Casey, Director of Solid Waste, discussed the contracts with townships, villages, and cities. The department is seeking revenue based contracts and informed the committee regarding concerns of equipment, the rise in cost of fuel, and additional personnel needs. Though not seeking approval to hire, he wanted to inform the committee of the need for additional staff should a new contract for 2006 be confirmed. Discussion.

**Management Info Services**
John Hartman, Director of MIS, requested replacement due to the resignation of an Infrastructure Support Specialist I. Discussion. Motion by See/Ross to approve the replacement request. Motion carried unanimously.

**Health & Human Service**
Personal Leave request
Sandra Roberts, HHS Director, requested a personal leave for an employee who has exhausted her annual Family Medical Leave. Personal leave is addressed in the Personnel Policy and Procedures Manual Section 7.22. Discussion. Motion by Curtis/Ross to establish the date of April 15, 2005 for the employee to return to work. Motion carried unanimously.

**Sheriff**
Sheriff Rowe requested to replace 2 deputies due to a retirement and resignation. Positions are budgeted and civil service testing has been scheduled for April 9, 2005. Motion by See/Curtis to approve the replacement requests to hire 2 deputies. Motion carried unanimously.
Child Support
Mary Saunders, Child Support, requesting replacement of a position due to an internal posting and transfer. The position, Account Clerk, has changed due to procedures at the State level for collection of Child Support payments. The incumbent indicates that there is enough work for 3 days per week. The proposal is to combine the Account Clerk with a Legal Secretary changing the job description to incorporate the change in duties. Discussion. Motion by See/Curtis to approve replacement of position after confirming all information contained in the job description is accurate. Motion carried unanimously.

District Attorney
Nancy VanEpps, Legal Assistant, requesting replacement of a part time Clerk Typist I in the District Attorney’s Office. The individual left to take another part time position in the Accounting Department. Discussion. Motion by Ross/Curtis to approve replacement of the position. Motion carried unanimously.

Health Insurance
Andy Ross distributed information on Health Savings Accounts (HSA) and explained their use and ability to save dollars through a higher deductible. This will be addressed and discussed with the Health Insurance Study Committee.

Human Resources
Annual Report
Annual report distributed and reviewed. Motion by Curtis/See to approve as presented. Motion carried unanimously.

Resolution
The 2004 Labor Relations account is overdrawn, a resolution was presented for approval. Savings in labor relations were recognized by a cost share with AEGIS through the liability insurance fund. A portion of the increase is due to WI Employment Relations Commission (WERC) doubling filing and arbitration fees. Discussion. Motion by Curtis/Ross to approve the resolution and forward to the County Board of Supervisors for their March meeting.

Waddell & Reed
The company offers financial planning through a cooperative relationship with WI Counties Association (WCA), county participation is optional. Discussion. An invitation will be extended to the local representative of Waddell and Reed to attend the April 6, 2005 HR meeting.

Grievances, Arbitrations & Negotiations
Grievances
Planning & Zoning
Establish a date to discuss the dress code in the P&Z Office as required by WERC arbitrator decision. David White - AFSCME representative, Joe Ruf – HR, Debbie Wopat – Negotiating committee and Susan Martin-County Board Chair will meet and develop a dress code for the P&Z Department. Once established, the dress code will be sent to Judy Neumann, WERC Chair resolving the grievance.

Public Health Nurses (PHN)
Grievance filed on the definition of “Role of Nurse”. Union representative during negotiations requested a meeting to discuss and clarify this issue. Committee recommended that the PHN’s be requested to present the points they would like discussed prior to the meeting scheduled with the union, Sandra Roberts, Joseph Ruf and county board representatives.
Arbitrations
Dates have been established for 3 more grievance arbitration hearings –
Courthouse Union – AFSCME Local 2698-B
  ➢ Health and Human Service out of classification pay – Tues., March 29, 2005
AFSCME - Courthouse (2698-B), Professional (2698-A), Health Care Center (2698), Highway (995)
  ➢ 4 Unions grieving changes to Health Insurance, Wed., April 13, 2005
Courthouse Union – AFSCME Local 2698-B
  ➢ Emergency Management reclassification request – Wed., April 20, 2005
Negotiations – 3 unions left to settle
Public Health Nurses (WFNHP – Local 5084)
The Public Health Nurses contract is close to being settled and the goal is to have it ratified by the County Board at the March meeting.
Sheriff – Sworn (WPPA/LEER)
The Sheriff SWORN Union continues negotiation and is making progress with another meeting scheduled for Monday, March 14, 2005.
Sheriff – Non Sworn (AFSCME AFL-CIO Local 2698-C)
No response from request to begin negotiations for this union

Meeting Date
The Human Resources Committee next meeting will be Wednesday, April 6, 2005.

Adjournment:
Motion Westby/ Curtis to adjourn at 11:30 A.M.

Respectfully submitted,

Andy Ross
Secretary

cc: HR Committee members, Joseph Ruf, County Clerk, Corporation Counsel, County Board Chair Susan Martin, County Board Vice Chair Harlan Baumgartner, Sandra Roberts, John Hartman, Sheriff Steven Rowe, William Casey, Jane Kohlwey