HUMAN RESOURCES COMMITTEE MEETING MINUTES
Wednesday, March 4, 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 9:03 A.M. The meeting was properly noticed and published.

Members Present
Susan Martin, Doug Richmond, Neil Ford, and Dr. Curtis. Approved absence of Brian Landers.

Also Present
Joseph Ruf

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

Minutes
Motion by Curtis/Ford to approve minutes as submitted from the February 4, 2009 HR meeting. Motion carried unanimously.

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

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Human Resources

Department Head Performance Planning Guide
The Committee discussed and established initial department goals using the recently approved planning guide. They will review the goals in 6 months. Development of feedback questions for the Department Head Performance Planning Guide will be discussed at the April HR meeting.

Annual Report
Review and discussion of the distributed Human Resources 2008 annual report. Motion by Richmond/Curtis to approve the annual report as submitted. Motion carried unanimously.

Professional Union Accretion
The Professional unit clarification has been resolved; a final signature copy of the agreement is required before processing back pay.

Resolution
A resolution was presented to authorize the transfer of funds for back pay and fringes specific to the Professional Unit accretion not included in the 2006-2009 department budgets. Discussion. Motion by Ford/Curtis to adopt the resolution and send to the County Board of Supervisors for approval. Motion carried unanimously.

Wisconsin Deferred Compensation
A request for contribution of back pay into Wisconsin Deferred Compensation (WDC) has been made by an employee. The WDC program, participation process and procedure were explained. Discussion. Motion by Curtis/Ford to allow one time WDC contribution adjustment in the event a lump sum payment exceeds $5,000.00. The employee must submit a written request to the Payroll and Benefits Coordinator in the Human Resources Office for the transaction. Motion carried unanimously.

Grievances, Negotiations, Mediations and Arbitrations
Joe Ruf updated the committee on past and expected grievances. The union intends to take several grievances to arbitration. Scheduling continues for the bargaining union(s) mediation sessions.

Next Meeting Date
The next HR meeting will be Wednesday, April 1, 2009 at 9:00 AM.

Adjournment
Committee Chair Martin adjourned the meeting at 11:25 A.M.

Respectfully submitted,                          Recording Secretary,

Susan Martin                                         Jane Bescup
Committee Chair                                         HR Program Coordinator

cc:        HR Committee, County Board Chair Debra Wopat, Vice Chair Robert Westby, Joseph Ruf, County Clerk