JOINT MEETING
HUMAN RESOURCES COMMITTEE
Wednesday, March 17, 2010  9:00 A.M.
Columbia County Chairman’s Office in the County Clerk’s Office – Portage, WI

These minutes have been officially approved by the Human Resources Committee.

Call To Order  HR Committee Chair Martin called the meeting to order at 9:00 A.M. and determined a quorum of the HR Committee was present. The meeting was properly noticed and published.

Members Present  Susan Martin, Dr. Curtis, Doug Richmond, Brian Landers, Neil Ford

Also Present  Joseph Ruf, Mary Winkler, Helen Wruck

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Child Support  Request from AFSCME, Local 2698-B, to review the educational requirements in the Legal Assistant/Investigator job description. The request relates to a grievance filed by a Legal Secretary within the Child Support Office who signed a posting for the Legal Assistant/Investigator but does not meet the educational requirement. The educational requirements were changed in 1999 during contract negotiations when the former Child Support Specialist was changed to a Legal Assistant/Investigator and moved from Range 2 to Range 1. Discussion. Motion by Landers/Ford to deny the request to lower the educational standards. Motion carried unanimously.

HR Annual Report  Committee reviewed the 2009 Human Resources annual report and discussed the contents. Motion by Ford/Landers to approve the report as submitted. Motion carried unanimously.

HR Director review  The Committee discussed the Department Head Performance Planning Guide (DHPPG) for HR Director, Joseph Ruf. Motion by Richmond/Ford to approve the DHPPG. Motion carried unanimously.

Adjournment  The Human Resources meeting ended at 9:26 AM.

Respectfully submitted,

[Signatures]

Brian Landers  Human Resources Committee Secretary

Jane Bescup  Recording Secretary

ce: HR Committee, Joseph Ruf,