Call To Order
Committee Chair Susan Martin called the meeting to order at 9:15 A.M. The meeting was properly noticed and published.

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

Also Present
Joseph Ruf, Debra Wopat, Robert Westby, Erik Pritzl, TO Boge, Helen Wruck, Mary Saunders, Neil Rainford – AFSCME rep, Glen Fischer, Rona Cross, Kelly Krueger, Jane Tomlinson, Mike Arndt, Barb Wegner, Sandy Van Demark

Agenda Approval
Motion by Curtis/Richmond to approve the agenda, amending approval of Committee minutes from February 4 to February 3, 2010. Motion carried unanimously.

Minutes
Motion by Landers/Richmond to approve meeting minutes from February 3, 2010, March 17, 2010 and March 17, 2010 Joint HR and Executive meeting. Motion carried unanimously.

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

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Health & Human Services
Erik Pritzl, HHS Director, presented a request to increase hours of a Public Health Nurse (PHN) 25% through funding from the Women, Infants and Children (WIC) program. Discussion of program coordination, client needs, funding and hours. Motion by Curtis/Richmond to approve the increase in hours for a PHN funded by WIC dollars. Motion carried unanimously.

Grievances

Courthouse AFSCME AFL-CIO Local 2698-B

Health and Human Services Economic Support Division
The grievance is based on reimbursement for additional hours worked for a State contract program. Discussion. Wisconsin’s overtime regulations require compensation of one and a half the employee’s regular rate of pay for all hours worked in excess of 40 hours per week. Employee use of benefit time is not included in overtime calculation as it is not time at work. Motion by Landers/Curtis to deny Economic Support Division grievance on pay issue based on WI Wage and Hour regulations. Motion carried unanimously.

Bumping/Testing requirement
The grievance is based on the testing requirement when exercising bumping rights at layoff. The union is requesting that the employer not impose testing on its employees for a lateral move and/or bumping procedure when within the same job description. Article 7 Section 7.8 Layoff and Recall of the union contract addresses the issues. Motion by Ford/Landers to deny the grievance in reference to the union contract which allows the employer to determine “that the displacing employee meets the qualification of the position held by the junior employee”. Motion carried unanimously.

10 day notice of layoff
The grievance is on behalf of an employee who was laid off at the end of 2009. There were not enough days left in the 2009 budget year to provide a 10 day layoff notice. The employee was paid for less than 10 days. Motion by Richmond/Landers to refer the request to the Finance Committee for approval to pay the employee the remaining time owed to equate to 10 days compensation. Motion carried unanimously.

Legal Assistant/Investigator educational requirements
The grievance is based on an internal posting denial due to lack of educational qualification. Motion by Richmond/Ford to deny the grievance based on the 1998-1999 collective bargaining agreement in which there was a change in job title and educational requirements in exchange for the position being placed in a higher wage range. Motion carried unanimously.
Non-Sworn AFSCME AFL-CIO Local 2698-C
Grievance filed regarding seniority in layoff. There are 3 classifications in the Non-Sworn contract, Secretary, Jailer and Dispatcher. Discussion. Motion by Landers/Richmond to approve the grievance and offer to allow the bumping process to take place. Motion carried unanimously.

Furlough
The furlough grievances filed by AFSCME unions; Courthouse - Local 2698B, Professional - Local 2698A and Highway - Local 995. Motion by Ford/Landers to deny the furlough grievance(s) filed by the 3 respective unions based on Management Rights to set work hours and that it is in the best interest of all the employees of the County and for the County as a whole. Motion carried unanimously.

Human Resources
Department Head Performance Planning Guide
The completion of the trial period, feedback and implementation of the process for implementation of the Department Head Performance Planning was discussed.
Motion by Curtis/Ford to approve the “Letter of Explanation” to accompany the Committee’s initial Performance Planning Guide. Motion carried unanimously.
Motion by Landers/Curtis to approve the time line for completing the department Head Performance Planning Guide Process. Motion carried unanimously.
A sample of the guide establishing goal setting standards and updates to the Committees can be addressed at a Department Head/Committee Chair meeting.

Grievances, Arbitration and Negotiations
Joe Ruf updated the Committee on new developments and decisions that have been received. The Sheriff’s Sworn union, represented by WPPA, arbitration award was received. Implementation of the award will be processed in the month of April.

Next Meeting Date
The HR Committee scheduled their next meeting for Wednesday, May 5, 2010 at 9:00 AM pending new committee structure.

Adjournment
Motion by Dr. J. Robert Curtis to adjourn the meeting at 12:09 PM. Chair Susan Martin expressed her gratitude to Dr. Curtis for his 10 years of service on the Human Resources Committee as he has decided to retire from the County Board of Supervisors.

Respectfully submitted,

Recording Secretary,

Brian Landers
Committee Secretary
Jane Bescup
HR Program Coordinator

cc: HR Committee, County Board Chair Debra Wopat, Vice Chair Robert Westhy, Joseph Ruf, County Clerk, Kurt Dey, Erik Pritzl, Sheriff Dennis Richards,