Committee Chair Debra Wopat called the meeting to order at 9:03 A.M.

Debra Wopat, Barry Pufahl, Neil Ford, Doug Richmond, Dr. Curtis
Joseph Ruf, Harlan Baumgartner, Lois Schepp, Erik Pritzl, Amy Yamriska, Sheriff
Dennis Richards, Michael Babcock, Susan Raimer, Judge James Miller, Andy Ross

Motion by Richmond/Curtis to approve agenda as submitted. Motion carried unanimously.

Minutes reviewed from the April 4, April 17 and May 16 meetings. Motion by
Pufahl/Curtis to approve minutes as presented. Motion carried unanimously.

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

Lois Schepp, Comptroller, distributed a proposal to establish a Health Insurance
Internal Service Fund. This fund would assist in annual health insurance budgeting
and even out the cost countywide by allocating the cost among all departments.
Discussion. The creation of this fund will not include Highway and Health Care
Center budgets initially. Discussion. Motion by Richmond/Ford to approve
implementation of the fund. Motion carried unanimously.

Erik Pritzl, Health & Human Services Director, had 3 requests.

Environmental Health Nurse Limited Agent Program –
June 30, 2007 the State of WI Limited Agent Program funding terminates. A new
contract July 1, 2007 includes an increase in contract dollars for a Public Health Nurse (PHN) to inspect low risk establishments (lodgings, campgrounds and some
restaurants). Discussion. Motion by Curtis/Pufahl to approve the increase in hours
for the assigned PHN as covered by the State of WI funding. Motion carried unanimously.

Women, Infant & Children (WIC) Program
Request to replace the WIC Registered Dietetic Technician/Nutritionist. The
employee posted into another union position. This position is required under the
WIC program regulations. Discussion. There was one recommended change to the
job description, defining the WIC acronym. Motion by Pufahl/Curtis to approve
replacement request. The Governing and Executive committees need to approve.
Motion carried unanimously.

Clerk Typist II
Request to replace a Clerk Typist II. The employee signed a union posting to
transfer to another position. There will be no changes to the job description.
Discussion. Motion by Pufahl/Richmond to approve the replacement request. The
Governing and Executive committees need to approve. Motion carried unanimously.
**Health Care Center**

Amy Yamriska, Director, is seeking permission for a salary study to be done on non union Registered Nurses (RN) and Licensed Practical Nurses (LPN). Recruitment is proving difficult due in part to pay rate. Amy explained the duration positions have remained open, market analysis of the local comparable facilities and their wages, the competitive market, staffing through agency contracts and the costs affiliated with contracting and incentives being offered. Motion by Curtis/Ford to approve the request for salary study which Joe Ruf will initiate through Carlson Dettmann. Motion carried unanimously.

**Sheriff**

Documents were distributed addressing a Fitness for Duty and Light Duty policy. Sheriff’s Office management staff requirements and benefits will be addressed in the Policy and Procedures manual under special provisions. Review and discussion with changes recommended. The Judiciary and Executive Committees will address at their June meetings and revisions will be reviewed at the July Human Resources meeting.

**Clerk of Court**

Susan Raimer, Clerk of Court and Judge James Miller presented 2008 position requests. Discussion of case load and several options to increase staff were presented. The Judiciary Committee has approved the request. The item will be placed on the joint Executive and HR meeting agenda, scheduled July 9, when review of 2008 requests will be considered.

**Human Resources**

Supervisor Andy Ross presented information from the April 20th Group Health Trust meeting. Joe Ruf updated the committee on grievances, arbitrations and progress in union contract negotiations.

**Meeting Date**

The next Human Resources meeting is scheduled for Thursday, July 5, 2007 at 1:00 PM.

**Adjournment:**

Motion by Richmond/Curtis to adjourn at 12:20 P.M. Motion carried unanimously.

Respectfully submitted, 

Recording Secretary,

______________________________
Doug Richmond  
*Secretary*

______________________________
Jane Bescup  
*HR Program Coordinator*

**cc:** HR Committee members, Chair Harlan Baumgartner, Joseph Ruf, County Clerk, Sheriff Dennis Richards, Lois Schepp, Susan Raimer, Erik Pritzl, Amy Yamriska, Andy Ross