HUMAN RESOURCES COMMITTEE MEETING MINUTES  
Wednesday, July 1, 2009 9:00 A.M.  
Columbia County Annex 120 West Conant Street Portage, WI 53901  
(608) 742-9667  FAX (608) 742-9802  E-mail: human.resource@co.columbia.wi.us  
These minutes have been officially approved by the Human Resources Committee.

Call To Order  
Committee Chair Susan Martin called the meeting to order at 9:00 A.M. The meeting was properly noticed and published.

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

Also Present  
Joseph Ruf, Debra Wopat, Robert Westby, Erik Pritzl, Bill Casey, Mike Babcock, Darrel Kuhl and Kevin Kirkpatrick – Portage Daily Register

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

Motion by Curtis/Ford to approve meeting minutes from the June 3 and June 17 meetings. Motion carried unanimously.

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

Health & Human Services  
Public Health Nurse (PHN)  
Erik Pritzl, HHS Director, requested replacement of a full time Public Health Nurse due to a resignation. Discussion of PHN responsibilities, mandated requirements and grant funding. Motion by Curtis/Richmond to approve the replacement of a full time PHN and the ability to fill any subsequent vacancies to current staff level within the PHN Division resulting from postings. Motion carried unanimously.

Commission on Aging (COA)  
This request will result in equalizing the hours and grant funding in the 2010 COA Drivers budget. Motion by Ford/Curtis to approve the change in the budget. Discussion. Motion carried unanimously.

Social Worker  
Interviews have occurred and due to uncertain funding related to Care WI, Pritzl recommended the social worker vacancy be filled through a Limited Term Employee (LTE). The position will not go beyond the end of 2009. Discussion. Committee advised to proceed hiring a LTE social worker.

Solid Waste  
Bill Casey, Director of Solid Waste, clarified the Solid Waste staffing structure. The changes resulted from internal department restructuring through vacancies filled from union postings. There were no additional staff hired and the Department did not refill 3 positions through the restructuring. Motion by Landers/Ford to approve a Truck Driver position retroactive to January 1, 2009. Motion carried unanimously.

Sheriff  
Deputy  
Chief Deputy Mike Babcock requested to begin recruitment for an eligibility list. Discussion. Motion by Landers/Richmond to approve recruitment for establishing an eligibility list for Deputy Sheriff. Committee approval procedure will be necessary to hire. Motion carried unanimously.

Jailer – 2010 budget request  
Babcock and Captain Darrel Kuhl shared information from the annual Jail inspection. Discussion on inspection process, recommendations, requirements, Sheriff’s Office budget, Jail census and the 2010 employee request for 6 new Jailers. Motion by Landers/Richmond to table, requesting more information on procedures and break down of State inmates to be presented at the August 5, 2009 HR meeting. Motion passed with 2 opposed.

Human Resources  
Columbia Health Care Center  
The interviews for a mandated CHCC Director of Social Services have concluded and an offer of employment is pending.

American Automobile Association (AAA)  
Internal inquiry about a discounted AAA membership through affiliation with WCA (WI Counties Association). Discussion. Motion by Curtis/Landers to recommend the employee contact AAA and verify their association with WCA. Motion carried unanimously.
2010 new/changed position requests
The effects of the change in pay structure due to the Professional Union accretion has prompted an inquiry of a related position that has additional responsibilities and a pay discrepancy. Discussion.

Grievances, Negotiations, Mediations and Arbitrations
• 2005 Professional Union accretion requires further clarification from the mediator.
• 2008 Highway union contract arbitration hearing was June 24, 2009, briefing and decision await.
• Sheriff Sworn Unit final proposal to the mediator is due July 31, 2009
• Several arbitration decisions are pending.
• Outstanding grievances from the Courthouse, Highway and Non-Sworn units.
• The county has 7 bargaining units and all contracts remain open.

Building Space Needs Ad Hoc Committee Report
Bob Westby, County Board Vice Chair, addressed the issue of a long range plan for the County. The Building Space Needs Plan and Ad Hoc Committee report were distributed and the future expansion that is anticipated was discussed. Susan Martin asked for comments and questions from Committee members. The Ad Hoc Committee will compile questions from Governing Committees and address the questions at a future County Board meeting.

The next HR meeting will be Wednesday, August 5, 2009 at 9:00 AM.
Motion by Curtis/Ford to adjourn the meeting at 11:58 AM.

Respectfully submitted,

[Signature]
Brian Landers
Committee Secretary

Recording Secretary,

[Signature]
Jane Bescup
HR Program Coordinator

cc: HR Committee, County Board Chair Debra Wopat, Vice Chair Robert Westby, Joseph Ruf, County Clerk, Erik Pritzl, Sheriff Richards, Mike Babcock, Darrel Kuhl, Bill Casey