HUMAN RESOURCES COMMITTEE MEETING MINUTES
Wednesday, September 06, 2006       9:00 A.M.
Gibraltar Rock Room, Annex Building Lower Level
120 West Conant Street      Portage, WI  53901
(608) 742-9667      FAX (608) 742-9802
email: human.resource@co.columbia.wi.us

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

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

Members Present
Debra Wopat, Barry Pufahl, Dr. J. Robert Curtis, Neil Ford, Doug Richmond,

Also Present

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

Minutes
Minutes reviewed from the August 2, 2006 meeting.  Motion by Pufahl/Curtis to approve minutes as presented.  Motion carried unanimously.

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

AEGIS Corporation
Kim Hurtz, Vice President Employee Benefits, distributed information on the current health insurance benefit coverage. The presentation contained comparables of other WCA/GHT participants, claims experience, prescription drug information and discussed HRA (Health Reimbursement Arrangement). Discussion.

Accounting
Lois Schepp, Comptroller, requesting replacement due to a resignation. Discussion of position responsibilities and the option of an internal promotion. Motion by Pufahl/Curtis to permit continuation of replacing staff to approved levels through this hiring cycle as it may be affected by internal transfers. Motion carried unanimously.

District Attorney
Jane Kohlwey, District Attorney, explained office positions, budget and state funded personnel. Discussion. Motion by Pufahl/Richmond to recommend approval of implementing a full time Legal Secretary position to replace a full time Clerk Typist position. This change will be done through the District Attorney’s Office 2007 budget process. Motion carried unanimously.

Non-Union 2007
The 2007 increase for non-union employees was discussed. Motion by Pufahl/Ford to recommend an increase of 3.0% for non-union personnel in 2007. The decision is based on maintaining internal equity of wage scales, in 2006 the non-union was granted a 2.0% increase while union contracts included 3.0% to 3.25% annual increases for represented employees. Motion carried unanimously.

Human Resources
AFSCME representative David White requested through Joseph Ruf, HR Director - Corporation Counsel, to remove the name of the grievant from the August 31, 2005 minutes. Discussion. Motion by Curtis/Ford to deny the request as the grievance and decision were held in an open public meeting and the WERC (WI Employment Relations Commission) arbitration decision naming the employee will be available
on their website. The revised Replacement Request form was reviewed with suggested changes from Department Heads. Discussion. Motion by Curtis/Richmond to approve the use of this form when departments are requesting replacement of staff within the budget year.

Grievance, mediation, arbitration and negotiation update was provided by Joe Ruf. Negotiations held on Monday, August 28, 2006 were successful in achieving a settlement with the Health Care Center union contract, AFSCME, Local 2698. The union membership and county board will need to ratify.

**Next Meeting date**

The next Human Resources meeting is scheduled for Wednesday, October 4, 2006 at 9:00 AM in the Annex Building, Gibraltar Rock Conference Room.

**Adjournment:**

Adjournment was at 11:25 A.M.

Respectfully submitted,  

Recording Secretary,

_____________________________     __________________________
Doug Richmond                  Jane Bescup
Secretary                        HR Program Coordinator

**cc:** HR Committee members, Chair Harlan Baumgartner, Joseph Ruf, Andy Ross, Lois Schepp