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

**Call To Order**
Committee Chair Debra Wopat called the meeting to order at 9:04 A.M.

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

**Also Present**
Joseph Ruf, Erik Pritzl, Bill Casey, Sheriff Dennis Richards, Michael Babcock

**Agenda Approval**
Motion by Pufahl/Richmond to approve agenda as submitted. Motion carried unanimously.

**Minutes**
Minutes reviewed from the September 5 and September 19, 2007 HR meetings.
Motion by Curtis/Richmond to approve minutes as submitted. Motion carried unanimously.

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

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**Sheriff**

*Salary review*
Explanation of the Sheriff Lieutenant’s wage structure within the Non Union pay scale. Discussion. Committee request to compile information for review at the November meeting.

*Policy and Procedures*
Revised Personnel Policy and Procedures Manual Section 7.26 Special Provisions for the Sheriff’s Office was presented for approval. Motion by Pufahl/Richmond to change the language in (a)(6) from three (3) months to six (6) months requiring establishment of county residency. Motion by Ford/Pufahl to accept the policy with the recommended changes. A resolution will be prepared and sent to County Board in November for approval. Motion carried unanimously.

**Solid Waste**

Approval sought for a change in the job description for the position of Working Foreman to include possession of a Commercial Drivers License (CDL) with endorsements of B, C and D. Motion by Curtis/Pufahl to approve the changes to the requirements. Motion carried unanimously.

**Health & Human Service**

Erik Pritzl, HHS Director, requested replacement of Health and Human Services Aide in the Division of Children & Family due to continued internal union postings. Explanation of job responsibilities. Motion by Pufahl/Curtis to approve the replacement request. Motion carried unanimously.

**Human Resources**

2008 Health insurance rates were recently received and there will be a premium increase of 15%. Discussion. Updates on union contract negotiations, grievances and arbitrations were provided by Joe Ruf.
Meeting Date

November 7, 2007 will be the next HR meeting with the time to be determined.

Adjournment:

Motion by Richmond/Pufahl to adjourn at 10:47 A.M. Motion carried unanimously.

Respectfully submitted,                    Recording Secretary,

Doug Richmond                                Jane Bescup
Secretary                                     HR Program Coordinator

cc:  HR Committee, Chair Baumgartner, Joseph Ruf, County Clerk, Sheriff Richards, Erik Pritzl, Bill Casey