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

Call To Order
Committee Chair Debra Wopat called the meeting to order at 9:06 A.M.

Members Present
Debra Wopat, Andy Ross, Dr. J. Robert Curtis

Excused Absence
Robert Westby

Also Present
Joseph Ruf, Susan Martin, Bill Casey, Gretchen Halvorsen, Kurt Dey, Sheriff Steven Rowe

Agenda Approval
Motion by Curtis/Ross to add review of the October 19, 2005 Human Resources minutes to the agenda. Motion carried unanimously.

Minutes
Minutes of the October 19, 2005 meeting reviewed. Motion by Ross/Curtis to amend the October 19, 2005 minutes to indicate Motion made by Supervisor Westby, second by Supervisor Ross to approve increasing 2005 WIC Program Hours for a total of forty (40) hours to be used through the end of the year. Motion carried unanimously. Minutes of the October 5, 2005 meeting reviewed. Motion by Curtis/Ross to approve the minutes as presented. Motion carried unanimously.

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

Health & Human Services
Gretchen Halvorsen, Division Administrator, Health & Human Services, requested replacement of the Account Clerk due to a retirement. This position no longer involves accounting duties as the HSRS reporting system is being phased out by the State. Request to replace this position with a Clerk Typist at a savings of approximately $7,000/yr. Motion by Curtis/Ross to replace the Account Clerk position with a Clerk Typist. Motion carried unanimously.

Solid Waste
Bill Casey, Director of Solid Waste, requested replacement of a Baler/Machine Operator due to a resignation. Motion by Curtis/Ross to replace the Baler/Machine Operator position. Motion carried unanimously. The Committee approved continuation of replacing staff to current levels through the hiring cycle affected by the internal transfers at Solid Waste.

Highway
Kurt Dey, Highway Commissioner, requested removal of the personal leave request from the agenda as the employee returned to work on November 2, 2005.

Review of changes to the Operations Manager job description. Motion by Curtis/Ross to approve the job description with changes as discussed. Motion carried unanimously.
Human Resources

Joe Ruf informed the Committee of the current status of the defibrillator maintenance program. Jane Bescup, Human Resources Program Coordinator is working with Mike Reimer of the Sheriff’s Department to reduce the cost of maintaining County defibrillators. Discussion. The Committee recommended that the safety budget be itemized for 2007.

Health Insurance
Update on Joint Insurance Study Committee’s decision to stay with WCA/GHT for 2006.

Grievances-Arbitrations-Negotiations
Update on outstanding grievances, arbitration hearings/decisions and negotiations.

Meeting Date
The Human Resources Committee will have its next meeting on Wednesday, December 7, 2005.

Adjournment: Motion Ross/Curtis to adjourn at 10:43 AM

Respectfully submitted, Recording Secretary,

_________________________________________  __________________________
Andy Ross                      Michelle Olson
Secretary                     Personnel Analyst

cc: HR Committee members, Chair Martin, Vice Chair Harlan Baumgartner, Joseph Ruf, County Clerk, Gretchen Halvorsen, Sandra Roberts, William Casey, Kurt Dey