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

Debra Wopat, Barry Pufahl, Neil Ford, Doug Richmond

Dr. Curtis was excused

Joseph Ruf, Michael Babcock, Sandra Roberts, Lois Schepp, Any Ross, David White, Marcie DeSomer, Angie Koss, Kelly Krueger

Motion by Ford/Richmond to approve the agenda as presented. Motion carried unanimously.

Minutes reviewed from the November 14, 2006 meeting. Motion by Pufahl/Ford to approve minutes as presented. Motion carried unanimously.

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

Chief Deputy Michael Babcock requested a personal leave on behalf of an employee who was injured in a non-work related accident. Upon completion of the 12 weeks of Family Medical Leave additional personal leave may be necessary. Discussion. Motion by Pufahl/Richmond to approve the personal leave for a period not to exceed 12 weeks. Motion carried unanimously.

Replacement request for a Jailer position due to a resignation. Discussion. Motion by Richmond/Ford to approve the replacement of a Jailer. Motion carried unanimously.

Replacement request for a deputy to fill the vacancy created by the election of Dennis Richards as Sheriff. Discussion. Motion by Pufahl/Ford to approve the replacement hiring for a deputy after January 2, 2007. Motion carried unanimously.

Sandra Roberts, Health & Human Services Director, requesting an increase in 2007 hours for the Juvenile Court Restitution Coordinator. Discussion of dollars supporting the increase and the additional duties. Health and Human Services and Finance Committees must approve. Motion by Richmond/Ford to approve request to increase hours from 24.5 to 27 per week. Motion carried unanimously.

Request to increase the hours in 2007 for a Public Health Nurse. Discussion of changes in grant dollars funding the additional hours. Motion by Ford/Richmond to approve the increase in hours from a 75% position to 93%. Motion carried unanimously.

Lois Schepp, Comptroller, presented a replacement request for an Accounting Assistant due to a union posting vacancy. Discussion. Motion by Pufahl/Richmond approve the request. Motion carried unanimously.
Grievances

Professional Union AFSCME AFL-CIO 2698A

One grievance was withdrawn and was resolved through a posting. The grievance heard consisted of a social worker in the Long Term Support (LTS) Division contesting reassignment to the Child Protective Services (CPS) Division. The LTS position was eliminated and the employee believes a 30 day notice should have been given under Article 7 Seniority Rights Section 7.4 Layoff and Recall E. The Employer will give reasonable written notice of its intent to lay off employees, but not less than thirty (30) working days’ notice will be given. The employee shall notify the HR Director within ten (10) working days of such notice of his/her intent to exercise his/her right under 7.4 - B. The request for settlement is to provide the employee with a 30 day written notice of positions and the opportunity to displace any less senior social worker. Discussion. Motion by Richmond/Ford to deny grievance as the employee is being reassigned and not laid off allowing for a standard 2 week notice therefore Article 7 does not apply. Applicable to the grievance is Article 14 Management Rights Section 14.1 - C) To manage and direct the workforce, to make assignments of jobs, to determine the size and composition of the workforce to determine the work to be performed by employees, and to determine the competence and qualifications of employees; D) To hire, promote, transfer, schedule and assign employees to positions within the County; G) To maintain efficiency of departmental operations; K) To determine the kinds and amounts of service to be performed as pertains to County government operations; and the number and kinds of classification to perform such services; and the number of employees in each classification. Motion carried unanimously.

Courthouse Union AFSCME AFL-CIO 2698-B

Employee submitted and was denied a request for 2007 vacation. Refering to Article 13 Section 13.4 Vacation shall be chosen by the employee subject to the approval of the department head and the seniority right of the employees. Vacation, once approved by the department head in a timely fashion, shall be provided to the employee so selected as well as Article 7 Section 7.4 Seniority shall apply in promotions, transfers, layoffs, recalls from layoffs and vacation selections as hereinafter provided. The supervisor denied the grievance on the basis that the 2 employees who perform the specific duties would both be gone. Discussion. Motion by Pufahl/Ford to deny the grievance. Motion carried unanimously.

Human Resources

Supervisor Andy Ross reported on the annual Group Health Trust Board meeting held on November 30, 2006 at the Wintergreen in Lake Delton. Issues included marketing, budget and Trust growth.

The Employee Assistance Program (EAP) annual contract renewal was discussed and options were explained.

Negotiations are being scheduled with the reopening for AFSCME Units Local 2698A (Professional), Local 2698B (Courthouse), Local 2698C (NonSworn) on January 31, 2006. Sworn Unit negotiations are in the process and another meeting is scheduled for January 9, 2007. The Highway contract will be in arbitration with final offers to WI Employment Relations Commission. A date for Public Health Nurses to reopen negotiations is in the process of being rescheduled.

The three grievances filed by Highway will be scheduled for arbitration.
Meeting Date
The next Human Resources meeting will be Wednesday, January 3, 2007

Adjournment:
Motion by Ford/Pufahl to adjourn at 11:55 A.M.

Respectfully submitted,                          Recording Secretary,

_____________________________       __________________________
Doug Richmond                  Jane Bescup
Secretary                        HR Program Coordinator

cc: HR Committee members, Chair Harlan Baumgartner, Joseph Ruf, County Clerk, Michael Babcock, Dennis Richards, Lois Schepp, Sandra Roberts, Andy Ross, David White-AFSCME