

**Meeting Minutes of
Lincoln County Personnel Committee
Tuesday, May 5, 2009 8:00 a.m.
Lincoln County Service Center Room 165**

MEMBERS PRESENT: Daniel Caylor, Greta Rusch, Patricia Woller, and Frank Saal

MEMBERS ABSENT: Carl Short

VISITORS: John Mulder, Joel Wendt, Jeff Jaeger, Nate Walrath, Nancy Bergstrom, David Fox, Ray Bloomer, John Spiegelhoff, and Garrett Dinges

OPEN MEETING

1. **Call Meeting to Order:** Dan Caylor called the meeting to order at 8:00a.m.
2. **Approve Minutes of Previous Meeting:** Motion by Woller, second by Rusch to approve the minutes of the last meeting. All ayes, motion carried.
3. **Resolution on Health Insurance Contributions drafted by Dave Fox:** Dave Fox discussed his proposed resolution regarding health insurance contributions, saying that his constituents have to pay more for health insurance. Dave Fox stated that he has picked the percentages and salary breaking points out of the air. John Mulder explained that assuming a wage freeze in 2010, the increased contributions would create salary cuts between 4 and 8%. Frank Saal explained that health insurance contributions were subjects of bargaining and reminded everyone that the County was subject to binding arbitration. Frank reminded everyone that arbitrators typically look at other counties as comparables and rarely take into consideration private comparables. The Committee discussed the resolution but was not willing to forward to the Board. The Committee took it under advisement but took no action.
4. **Jail Administrator Position Changes:** The Jail Administrator position recently became vacant due to the promotion of Nathan Walrath to Chief Deputy. The position of Jail Administrator is exempt from the temporary hiring freeze. John Mulder and the Sheriff have discussed the position and some possible changes before the county re-fills this position. The following changes are recommended:

Issue	Current	Proposed
Union Status	Sheriff Supervisory	Non-represented – Managerial position beyond just a supervisory position
Pay Grade	Union Contract	Non Rep Compensation Plan Grade 13. Prior to the creation of the Supervisory union in the Sheriff’s Dept, the Jail Administrator was in Grade 11. Since that time, the staff has grown to 21 positions (including 4 sergeants). Further the jail population has grown significantly and a new facility is now open.
FLSA Status	Non-exempt – earns overtime at time and half.	Exempt under the executive & administrative test
Retirement Status	Protective – sworn law enforcement officer	General – would not have law enforcement training and/or duties.

Holiday Pay	Per union contract	No additional holiday pay and the employee would not be expected or required to work on holidays except in emergencies.
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These proposed changes will reduce the costs of the position.

Motion by Saal, second by Woller to approve changes to the position. All ayes, motion carried.

5. **Vacation Carry Over Request-Maintenance Director:** Joel Wendt requested to carry over unused vacation of approximately 140 hours due to the building project. Motion by Rusch, second by Caylor to approve the request. All ayes, motion carried.
6. **Administrative Coordinator's Report-Q and A on written report:** John presented his report. The report was placed on file.

CLOSED SESSION

7. Convene into Closed Session pursuant to Sec. 19.85(1)(e) Wis. Stats. for conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
 - a. Grievance-Sheriff's Department – 911 Schedule
 - b. Leave of Absence Request
 - c. Workforce Reduction Strategies

Motion by Saal, second by Woller to convene into closed session pursuant to Sec.19.85(1)(e) Wis. Stats. for conducting other specified public business whenever competitive or bargaining reasons require a closed session with Fox, Bloomer, John Mulder, and Nancy Bergstrom to be present. Sheriff Jaeger, Nate Walrath, John Spiegelhoff, and Garrett Dinges would be present for only the Sheriff's Department grievance.

Motion by Saal, second by Woller to re-convene into open session. All ayes, motion carried.

OPEN SESSION

8. **Take any necessary action on Items Discussed in Closed Session:**
 - a. Grievance-Sheriff's Department: Motion by Saal, second by Woller to lay over to the next meeting to allow the Administrative Coordinator to negotiate a settlement. All ayes, motion carried.
 - b. Leave of Absence Request: Motion by Woller, second by Caylor to approve the Leave of Absence of Anne Szutkowski to July 15th, 2009. All ayes, motion carried.
 - c. Workforce Reduction Strategies: No action taken.
9. **Set next meeting date(s); Adjourn:** The Committee set the next meeting date for June 2, 2009 at 8:00 a.m. The meeting will be held in the Lincoln County Service Center Room 165. Motion by Woller, second by Caylor to adjourn. All ayes, motion carried. The meeting adjourned at 9:45 a.m.

Minutes prepared by John Mulder