

**Meeting Minutes of
Lincoln County Personnel Committee
February 9, 2010 8:00 a.m.
Lincoln County Service Center Room 248**

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

MEMBERS ABSENT:

VISITORS: Dan Leydet and Tim Meehean

OPEN MEETING

1. **Call Meeting to Order:** Chair Dan Caylor called the meeting to order at 8:00a.m.
2. **Approve Minutes of Previous Meeting:** Motion by Woller, second by Eisenman to approve the minutes of the last meeting. All ayes, motion carried.
3. **Leave of Absence Request from Health Department:** An employee in the Health Department is requesting an unpaid leave of absence for medical reasons. Because she is a relatively new employee she does not have any accrued sick time or vacation to cover the absence. Motion by Rusch, second by Woller to approve the leave of absence request. All ayes, motion carried.
4. **Possible reorganization of Maintenance Department:** Tim Meehean reported the Maintenance Director has submitted his resignation effective March 5, 2010. Mr. Meehean met with the Public Property Committee on Feb 5, 2010 and they recommended exploring reorganization of the maintenance department for six months before refilling the Maintenance Director position. Mr. Meehean will be exploring those options.

CLOSED SESSION

5. Convene into Closed Session pursuant to State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - a. **Mediation of 2010-2011 Union Contracts**

Motion by Eisenman, second by Woller to convene into closed session pursuant to State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with Tim Meehean and Dan Leydet to be present. All ayes, motion carried. The committee went into closed at 8:12 a.m.

OPEN SESSION

6. **Open Session pursuant to State Statute 19.85(2):** Motion by Woller, second by Rusch to re-convene into open session at 8:25 a.m.
7. **Take Any Action Necessary on Item(s) Discussed in Closed Session:** No action taken.
8. **2011 Salaries Projection:** No discussion or action taken.
9. **Discussion/Action of Targeted Lay-offs:** Tim Meehean presented information on the possible need for targeted lay-offs to meet the 2010 budget. He will investigate further and report back
11. **Administrative Coordinator's Report-Q and A on written report:** Tim presented his report. The report was placed on file.

12. **Set next meeting date(s); Adjourn:** The Committee set the next meeting dates for March 2, 2010 and April 6, 2010 at 8:00 a.m. Motion by Eisenman, second by Woller to adjourn. All ayes, motion carried. The meeting adjourned at 8:40 a.m.

Minutes prepared by Tim Meehean