

**Meeting Minutes of  
Lincoln County Personnel Committee  
Monday, April 2, 2012, 8:00 a.m.  
Lincoln County Service Center – Room 248**

**MEMBERS PRESENT:** Dan Caylor, Frank Saal, Patsy Woller, Greta Rusch, and Don Nelson

**MEMBERS NOT PRESENT:**

**VISITORS:** Randy Scholz

1. **Call Meeting to Order:** Chair Caylor called the meeting to order at 8:00 a.m.
2. **Approve Minutes of Previous Meeting:** Motion by Woller, second by Rusch to approve the minutes from the last meeting. All ayes.
3. **Public Comment:** No public comment.
4. **Request to Replace Authorized Positions**
  - a. **Sheriff Office-Correctional Officer:** Randy indicated the need to fill a Correctional Officer position. Motion by Woller, second by Rusch to approve filling the position. All ayes.
  - b. **Maintenance Department-Maintenance Director:** Randy explained this will be a budget neutral position. There is an employee that retired from the Maintenance Department. We will use that money to offset the Maintenance Department Director position and the reduction in overtime and on call time because that responsibility is on the Maintenance Director not directly on the employees. Motion by Rusch, second by Caylor to approve filling the position. All ayes.
5. **Recommendation from Ad Hoc Committee-Explore and if it makes sense implement with County Board approval a uniform lunch time policy (i.e. the same policy for each department) for county office employees:** Randy explained he put out a survey to Department Heads. Currently there is only one department that is closed during lunch from 12:00-12:30. The vast majority of the department heads felt it is essential to stay open to serve the public and servicing the public is our purpose. Motions by Woller, second by Saal to have all departments remain open through the lunch hour and to follow the personnel policy. All ayes.
6. **Administrative Coordinator's Report- Q and A on written report:** The report was placed on file.
7. **Set Next Meeting Date(s):** The Committee set the next meetings for May 7, 2012 at 8:00 a.m.
8. **Adjourn:** Motion by Woller, second by Nelson to adjourn at 8:21 .am. All ayes, motion carried.