

**Meeting Minutes of
Lincoln County Personnel Committee
Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452, Room 257
Monday November 7, 2016, 8:00 a.m.**

MEMBERS PRESENT: Carl Vander Sanden, Julie Allen, and Patsy Woller

MEMBERS NOT PRESENT: Corey Nowak and Greta Rusch

VISITORS: Randy Scholz, Nancy Bergstrom, and Jeff Jaeger

1. Call Meeting to Order:

Meeting was called to order at 8:00 a.m. by Chair Vander Sanden

2. Approval of Minutes of Previous Meeting:

Motion by Woller, second by Allen to approve minutes as presented. All ayes.

3. Annual Review of Personnel Policy: Administrative Coordinator Scholz went through the Personnel Policy page by page indicating the changes he is recommending. He is also recommended that the Committee take no action to finalize the Personnel Policy until next month to give them more time to look it over. The Committee and Administrative Coordinator Scholz went through the Personnel Policy and discussed several items. No action was taken.

4. Appeals Process for Wage Study: Administrative Coordinator Scholz went through the memo that will be given to all employees indicating their new wage and job title change (if applicable) along with the appeals process and the forms for the appeals process. Scholz indicated the process will be that he will meet with each Department Head and give them the memos for their department. The Department Heads will distribute the memos to their employees. Motion by Vander Sanden, second by Woller to approve the appeals process. All ayes.

5. Administrative Coordinator's Report: The report was placed on file.

6. Set Next Meeting Date(s): December 5, 2016 at 2:00 p.m. in Room 248.

7. Adjourn: Motion by Allen, second by Woller to adjourn at 9:50 a.m. All ayes.