

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING  
September 14, 2012 – Room 213, West Square Building**

**MEMBERS PRESENT:** T. Meister, P. Tollaksen, S. Alexander, C. Held, H. Netzing

**OTHERS PRESENT:** M. Posewitz, J. Spencer, D. Cobbs, L. Hasenbalg, C. Meister, B. Orth

**ORDER OF BUSINESS.** The meeting was called to order by Meister at 2:00 P.M. and was certified to be in compliance with the Open Meetings Law.

**AGENDA.** Motion by P. Tollaksen, second by H. Netzing, to adopt the agenda. **Motion carried.**

**MINUTES.** Motion by S. Alexander, second by C. Held, to approve the August 1, 2012, regular business meeting minutes as sent. **Motion carried.**

**COMMUNICATIONS.** Letter received on behalf of the employees from WPPA/AFSCME regarding request for wage increase outside of the contract.

**HUMAN SERVICES.** B. Orth appeared to request internal promotion of D. Cobbs to the position of CSP Supervisor. Motion by S. Alexander, second by C. Held, to approve internal promotion as presented effective upon passage. **Motion carried.**

**HUMAN SERVICES.** B. Orth appeared to request market adjustment for the CSP Supervisor position. There continues to be issues with wage compression with the positions supervised in this particular unit. Motion by S. Alexander, second by T. Meister, to approve market adjustment for CSP Supervisor to Grade 16, Step 8, of the non-represented employee wage scale effective upon passage. **Motion carried.**

**SHERIFF'S DEPARTMENT.** C. Meister appeared to request W. Carns attend the Visionair Conference in San Diego, California. The training has been allocated as part of the 2012 budget, training is necessary for the new field based reporting module. Motion by P. Tollaksen, second by H. Netzing, for W. Carns to attend the Visionair Conference in San Diego, California.

**PERSONNEL DEPARTMENT BUDGET.** M. Posewitz presented initial 2013 budget request for the Personnel Department. The overall request decreased slightly from prior years. Specific ongoing issues include: Section 125 administration fees; continued use of intern; classification/comp issues (wage compression); wellness program initiatives and increases in advertising expenses. Motion by P. Tollaksen, second by H. Netzing, to approve the 2013 Personnel Department budget as presented. **Motion carried.**

**DEPARTMENTAL UPDATE.** M. Posewitz distributed departmental budget numbers and activity report for the month including meetings, recruitments, terminations, labor activities, EAP utilization and benefits information. The health insurance broker received three bids for the health insurance renewal; Dean Health Plan had lowest renewal numbers. Will continue to work on the specifics and may implement plan design changes due to extremely high utilization. Updated Committee on progress with labor market analysis, discussed wage compression issues with Sheriff's Department, will address at future meeting. Posewitz presented the Committee with the monthly unemployment statistics, wellness program initiatives and deferred compensation alternatives. Motion by P. Tollaksen, second by S. Alexander, to approve monthly report and pay invoices in the amount of \$260. **Motion carried.**

Motion by S. Alexander, second by H. Netzing, to adjourn until October 12, 2012, at 1:30 p.m. for regular business meeting. **Motion carried.**

**MEETING ADJOURNED AT 3:12 P.M.**

*Respectfully submitted,*

*Signed by: Carol Held, Secretary*