

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
Friday, August 5, 2011 - Room 213, West Square Building**

MEMBERS PRESENT: A. Lombard, H. Netzing, J. Lane, P. Tollaksen, T. Meister

OTHERS PRESENT: S. Bach, B. Michalek, M. Krueger, M. Posewitz, T. Vandre, T. Bychinski, K. Beghin, J. Fordham, W. Wenzel

ORDER OF BUSINESS. The meeting was called to order by Meister at 8:00 A.M. and was certified to be in compliance with the Open Meetings Law.

AGENDA. Motion by P. Tollaksen, second by A. Lombard, to adopt the agenda. **Motion carried.**

MINUTES. Motion by A. Lombard, second by J. Lane, to approve the July 15, 2011, minutes of the regular business meeting minutes meeting as sent. **Motion carried.**

COMMUNICATIONS. None

APPEARANCE. B. Michalek appeared before the Committee to present preliminary plans for structural changes to the Conservation, Planning and Zoning Department. General focus on team based organization as well as positioning for future.

ADRC. T. Vandre appeared to request the ability to conduct recruitment for two, part-time van driver project positions. Motion by J. Lane, second by A. Lombard, to approve recruitment for two, part-time van drivers (project) as requested. **Motion carried**

HIGHWAY. M. Posewitz appeared on behalf of the Highway Commissioner to request the ability to conduct recruitment for vacant Patrol Superintendent position due to retirement. Motion by H. Netzing, second by P. Tollaksen, to approve recruitment for Patrol Superintendent as presented. **Motion carried.**

HIGHWAY. M. Posewitz appeared on behalf of the Highway Commissioner to request the internal promotion for Patrol Superintendent. Motion by A. Lombard, second by P. Tollaksen, to approve internal promotion as requested. **Motion carried.**

HIGHWAY. M. Posewitz appeared on behalf of the Highway Commissioner to request ability to conduct recruitment for vacant position as result of recent retirements. Will not know exact position until internal posting process is completed. Motion by P. Tollaksen, second by A. Lombard, P. Tollaksen, to approve recruitment as presented. **Motion carried.**

AFSCME LOCAL 252 (SWORN UNIT) SIDE LETTER. M. Posewitz presented draft side letter for the Sworn Unit of AFSCME Local 252 with regard to overtime call in procedures for the Security Division. Adoption of the revised language will allow greater flexibility for Sheriff when scheduling overtime. Motion by P. Tollaksen, second by J. Lane, to approve side letter between Sauk County and AFSCME Local 252 (Sworn Unit). **Motion carried.**

DEPARTMENTAL UPDATE: M. Posewitz distributed draft budget numbers and activity report for the month including meetings, recruitments, terminations, labor activities and benefits information. Posewitz presented the Committee with the monthly unemployment statistics, wellness program initiatives and update on 2012 health insurance renewal

Motion by J. Lane, second by P. Tollaksen, to accept the Departmental Update as presented and to approve the bills in the amount of \$3,070. **Motion carried.**

Motion by A. Lombard, second by P. Tollaksen, to adjourn until September 9, 2011, at 3:00 p.m. for regular business meeting. **Motion carried.**

MEETING ADJOURNED AT 8:30 A.M.

Respectfully submitted,

Signed by: Andrea Lombard, Secretary