

**SAUK COUNTY BOARD OF SUPERVISORS  
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING  
Friday, June 11, 2010 - Room 213 West Square Building**

**Members Present:** T. Meister, A. Lombard, H. Netzing, P. Tollaksen, J. Lane

**Others Present:** M. Posewitz; K. Schauf, L. Geoghegan, S. Pate, H. Coppernol, T. Vandre, D. Brattset

**ORDER OF BUSINESS:** The meeting was called to order by T. Meister at 10:43 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 J. Lane, second by A. Lombard, to approve the May 11, 2010, minutes of the regular business meeting as sent. **Motion carried.**

**HUMAN SERVICES:** D. Brattset and H. Coppernol presented information regarding a request to conduct recruitment for a vacant part-time CPS Social Worker. Motion by H. Netzing, second by P. Tollaksen, to conduct recruitment for vacant part-time CPS Social Worker position as presented. **Motion carried.**

**TREASURER:** L. Geoghegan presented information regarding a request to fill Accounting Assistant position which was budgeted for, however left vacant. Geoghegan further explained if the vacant position is not refilled, she would request the current limited term employee be extended an additional six months. Motion by A. Lombard, second by P. Tollaksen, to extend limited term employee an additional six months. **Motion carried.**

**ADRC:** T. Vandre presented information regarding a request to conduct recruitment for a vacant part-time Chore Worker. The majority of the position is funded through non-levy funds. Motion by J. Lane, second by P. Tollaksen, to conduct recruitment for vacant part-time Chore Worker position as presented. **Motion carried.**

**CONSIDERATION OF RESOLUTION CREATING A LAND RECORDS COUNCIL AND REASSIGNING THE POSITION OF COUNTY CARTOGRAPHER/LAND INFORMATION OFFICER.** S. Pate presented information regarding the resolution and explained the issue is still under review. No action taken, postponed to July meeting.

**COLLECTIVE BARGAINING:** M. Posewitz updated the Committee regarding the status of negotiations. Impasse has been reached with all three open contracts and the County does not currently have the inability to pay argument as defined in the Statutes. Motion by J. Lane, second by P. Tollaksen, to maintain fiscally responsible increases that do not exceed percentages as established by Committee. **Motion carried.**

**POSSIBLE CONSIDERATION AND DISCUSSION OF MARKET ADJUSTMENTS.** No action taken, pending outcome of ad hoc committee work.

**VACANT POSITION AUDITS IN ACCORDANCE WITH SCCO §13.31.** M. Posewitz presented draft document at request of Committee to require documentation from departments requesting to fill vacant positions. Committee also requested individuals requesting to fill a vacant position complete a job description questionnaire. Committee will not consider incomplete documentation. Motion by H. Netzing, second by P. Tollaksen, to approve forms as presented. **Motion Carried.**

**BUDGET STRATEGIC PLAN (FORM ONE).** Committee discussed Personnel Department Form One. Motion by H. Netzing, second by P. Tollaksen, to approve Form One as discussed. **Motion carried.**

**DEPARTMENTAL UPDATE:** M. Posewitz distributed the activity report for the month including meetings, recruitments, terminations, labor activities and benefits information. Posewitz presented the Committee with the monthly unemployment statistics, updates on the department budget and other issues. Mediation sessions will be scheduled for the Sheriff's Department groups as both parties are currently at impasse.

Motion by P. Tollaksen, second by A. Lombard, to accept the Departmental Update as presented and to approve the bills in the amount of \$1,316.89. **Motion carried.**

Motion by H. Netzinger, second by P. Tollaksen, to adjourn until 8:15 A.M. Friday, July 9, for regular business meeting.  
**Motion carried.**

**MEETING ADJOURNED AT 12:25 P.M.**

*Respectfully submitted,*

*Signed by: Andrea Lombard, Secretary*