

***Amended**
SAUK COUNTY BOARD OF SUPERVISORS
MEETING NOTICE/AGENDA

COMMITTEE: PERSONNEL COMMITTEE
DATE: Wednesday, March 12, 2014 **TIME:** 2:00 P.M.
PLACE: County Board Gallery, Third Floor, West Square Building
505 Broadway, Baraboo, WI

REASON FOR MEETING: REGULAR

- 1) Call to Order and Certify Compliance with Open Meetings Law.
- 2) Adopt Agenda.
- 3) Adopt minutes of previous meeting.
- 4) Communications.
- 5) Accounting Department - Consideration and discussion of reclassification of vacant Payroll Accounting Technician position.
- 6) ADRC – Consideration and discussion of creation of Disability Benefits Specialist (project position)
- 7) ADRC – Consideration and discussion of internal promotion of Disability Benefits Specialist
- 8) Clerk of Courts – Consideration and discussion of internal promotion of Account Technician.
- 9) Treasurer – Consideration and discussion of internal promotion of Accounting Assistant position.
- 10) Possible consideration and discussion of update to Personnel Policies and Procedures.*
- 11) Department Updates:
 - a. ACA Updates
 - b. Classification and Compensation – reporting/timeline*
 - c. Monthly Report
 - d. Review and Approval of Vouchers
 - e. Next Meeting
 - f. Adjournment

COPIES TO:

County Clerk B. Demars
Administrative Coordinator K. Schauf
Corporation Counsel T. Liebman
Personnel Committee: T. Meister/ P. Tollaksen/ H. Netzingner/S. Alexander/C. Held

Personnel Department, Accounting Department

DATE NOTICE POSTED AND MAILED: March 11, 2014
PREPARED BY: Michelle Posewitz Personnel Department

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.