

PERSONNEL
April 29, 2015

- Call to order** The meeting was called to order at 10:00 a.m. by Chairman Gerry Krachey. Committee members Mary Jane Faas, Greg Russell, Larry Kelley and Wade Dull were present. Board Chairman Pete Flesch, Supervisor Tom Cornford and Clerk Janet Geisler were also present.
- Verify posting** The Chairman verified that the meeting notice was properly posted.
- App of minutes** Flesch moved, Kelley seconded to approve the minutes from the previous meeting. The motion carried with no negative votes cast.
- Job Description** The revised job description was presented for the Emergency Government Coordinator position. Supervisor Kelley suggested several changes.
- Russell moved, Faas seconded to approve the revised job description for the Emergency Government Coordinator. The motion carried with no negative votes cast.
- Decision maker** The Personnel policy has a provision in place which provides that an employee being disciplined is entitled to an informal hearing before a decision maker.
- Dull moved, Kelley seconded to designate the Personnel Committee as a whole to be the decision maker at all informal conferences unless there is a conflict. The motion carried with no negative votes cast.
- Employee Evals** There are still several offices which have not turned in their employee evaluations. Chairman Flesch felt that a refresher training session on conducting employee evaluations should be held after the first of the year. It was also discussed that department heads should be evaluated by their governing committee.
- Closed Session** Faas moved, Russell seconded to move into closed session pursuant to Section 19.85(1)(b) to discuss personnel issues. The motion carried unanimously upon call of the roll.
- Open Session** Russell moved, Faas seconded to move into open session pursuant to Section 19.85(2). The motion carried with no negative votes cast.

Next meeting date May 27, 2015 at 10:00 a.m.

Adjournment Russell moved, Kelley seconded to adjourn. The motion carried with no negative votes cast and the meeting adjourned at 11:20 a.m.

Janet Geisler, County Clerk