

PERSONNEL COMMITTEE

Monday, June 7, 2010; 4:30 p.m.

PRESENT: Supervisors Vogt, Schmidt, and Hansen. Supervisor Markwardt was excused and Supervisor Rappe was absent.

ALSO PRESENT: Supervisor Don Weiss; Rob Hermann, Sheriff; Gerry Neuser, Assistant Public Works Director; Emily Holman, Herald-Times-Reporter; Steve Rollins, Corporation Counsel; Jody Beyer, Expo Board; Bob Ziegelbauer, County Executive; Sharon Cornils, Personnel Director and Diane Schmidt, Personnel Coordinator

The meeting was called to order at 4:35 p.m. Supervisor Markwardt was excused and Supervisor Rappe was absent.

A motion was made by Schmidt and seconded by Hansen to approve the minutes from the May 10 Personnel Committee meeting and the May 10 Joint Personnel & Finance Committee meeting. Motion carried unanimously.

There was no correspondence or public input.

The Committee discussed the resolution recognizing the 20th anniversary of the Americans with Disabilities Act. A motion was made by Vogt and seconded by Hansen to recommend approval by the County Board at their July meeting. Motion carried unanimously.

The Committee discussed the possible revision to the Personnel Policy Manual related to the designation of outdoor smoking areas for County buildings. Concerns were raised about the best place to designate a smoking area outside the Courthouse. The current draft designates the steps on the east side of the building. After further discussion, the Committee approved the policy subject to approval by the Public Works Committee.

At the last Committee meeting, Sharon Cornils was asked to determine the difference in cost between the Expo Manager's salary costs as a contracted service and what it would cost if the position were a County position. Sharon advised the Committee that currently the total cost of the position through Engstrom is \$65,920. If the position was created as a County position, the total cost would be \$74,174 including salary and fringe benefit costs. While Supervisor Vogt feels maybe this position should be a County employee, Supervisors Hansen and Schmidt feel if we change this position to a County position, we would have to evaluate all the other positions we have in the County under various contracts. No action was taken on this matter.

At the request of Supervisor Hansen, the Committee discussed staffing for the County fair as it relates to individuals parking cars. Previously these individuals were paid incorrectly as independent contractors. Sharon Cornils outlined a couple options:

1. Hire these individuals through Engstrom as we do with other workers at Expo;
2. Contract with a snowmobile club or other service club to provide the service;
3. Add them as temporary employees through the County payroll;

Personnel Committee minutes
Of June 7, 2010; page 2

Jody Beyer, Expo Board Member, stated she has approximately 30 people who park cars. They bring in their own horses, feed, bedding etc. Jody is concerned about individuals having to fill out a lot of paperwork before they can start parking cars and claims many times she doesn't know in advance who may be coming to help. Bob Ziegelbauer suggested the Committee let staff work through this and come back to them with a recommendation at their next meeting if any policy revisions need to be made.

Vacation for Engstrom employees was discussed. Sharon said she discussed this issues with Jeff Beyer and agreed to call other contracted service providers to see what kind of benefits they provide.

The Committee discussed possible revisions to the Ethics Code. Sharon Cornils and Steve Rollins requested copies of ethics codes from other Counties and will use Waukesha County's Code as a sample when drafting revisions to the Manitowoc County Ethics Code. Staff will have a draft for the Committee's review at the next meeting.

A motion was made by Schmidt and seconded by Hansen to convene in closed session at 5:20 p.m. pursuant to Wis. Stats. §19.85(1)(c), (e) and (g) to consider the following matters: status of bargaining, non-represented reclassification requests, and pending litigation. Motion carried unanimously.

Non-represented reclassification requests were discussed. In closed session a motion was made by Vogt and seconded by Schmidt to approve the placement of the management employees at the Sheriff's Department on the non-represented salary schedule effective January 1, 2011. Motion carried unanimously.

The status of bargaining was discussed.

Pending litigation was discussed.

A motion was made by Schmidt and seconded by Hansen to reconvene in open session at 6:05 p.m.

The next meeting is scheduled for Monday, July 12th at 4:00 p.m.

A motion was made by Vogt and seconded by Hansen to reconsider the action taken in closed session on the Sheriff's Department compensation and to discuss this at a later date. Motion carried.

A motion was made by Schmidt and seconded by Hansen to adjourn at 6:10 p.m. Motion carried unanimously.

Kevin Schmidt, Secretary

Date