

# PRICE COUNTY ADMINISTRATION COMMITTEE

Members: Alan Haskins, Mary Jesunas, Robert Kopisch, James Tauschek, Dennis Wartgow

## NOTICE OF MEETING

There will be a meeting of the **Price County Administration Committee** at the time and place indicated below. The meeting is open to the public pursuant to Wisconsin Statutes, Chapter 19, Subchapter V. (Open Meeting Law).

Date: **April 12, 2016**

Time: **9:00 a.m.**

Place: **County Board Room 101, Price County Courthouse, 126 Cherry St, Phillips, WI**

**Amended – April 8, 2016; 3:20 p.m.**

Meeting called to Order and Roll Call

Items for discussion and possible action:

1. Meeting Minutes: March 9, 2016
2. Employee Status Updates
  - a. New Hires and Promotion (Introductions)
    1. Vance Pollitt – Highway Departments
    2. Christy Hlavacek – Health and Human Services Assistant
    - ~~3. Tammy Wilson – Health and Human Services Assistan~~
    4. Keri Nelson – Public Health Program Coordinator
    5. Greg Wirsing – Sheriff's Department – Lieutenant
    6. Joe Grapa – Forestry and Parks – Assistant Forest and Parks Administrator
  - b. Resignations / Retirements
    1. Christina Hallstrand – Zoning Department
    2. Pete Hanish – Highway Department
  - c. Recruitment
    1. Health and Human Services – Early Childhood Special Education Teacher
    2. Highway Department – Accountant II
    3. Highway Department – Foreman
    4. Forestry and Parks – Forester
    5. Drug Investigator – Sheriff's Department
    6. 4-H Youth Development Summer Assistant
    7. Summer Hires and Limited Term Employee (LTE)
3. Public Comment / Communications
4. Wage Study
5. Biennial selection of Health Insurance Broker
6. Employee Handbook Updates
  - a. Wages and Other Forms of Compensation
  - b. Overtime
  - c. Holidays
  - ~~d. Miscellaneous Benefits~~
7. Resolution – Updates to Employee Handbook
8. **Employee Handbook Findings – Beeper Pay and On-call Pay**
9. Resolution – Adopt Price County Supervisor Policy and Procedure Manual
10. Discussion on Jailer Wages – Shift differential pay
11. Resolution – Amend 2016 Non-represented Employee Wage Schedule
12. Loss Control Plan
13. Administrative Staff Restructure – Forestry & Parks, Zoning, Land Conservation
14. Departmental Financial Summary and Health Insurance Fund Balance
15. Vouchers
16. Set next meeting date
17. Adjourn

**Dennis Wartgow**  
Committee Chair

Posted: April 5, 2016

Time: 4:30 p.m.



Reviewed by County Administrator:

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Nicholas Trimner

Price County Review

WCQM/WPFP

Posting locations: Courthouse bulletin board, Normal Building bulletin board, Park Falls Public Library, Phillips Public Library, Ogema Public Library

The Committee reserves the right to take appropriate action on any item timely noticed on this agenda. Members present at this meeting may constitute a quorum of other county board committees. Persons having a disability may request special accommodations in keeping with ADA requirements. Requests will be kept confidential.