

PRICE COUNTY ADMINISTRATION COMMITTEE
Meeting Minutes

Date: July 13, 2016 Time: 9:00 a.m.

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

Meeting called to order by Chair Dennis Wartgow at 9:00 a.m. Roll Call: present – Alan Haskins, Ronald Heikkinen, Bob Kopisch, Sheryl Slaby, Dennis Wartgow. Also present: Bruce Jilka, Nick Trimner, Leanna Samardich, Marilyn Schreuder, Don Grande, Chris Cress, Brian Schmidt.

Items for discussion and possible action:

1. Public Comment and Communications: None.
2. Meeting Minutes: June 15, 2016: Motion Haskins/Heikkinen to approve the minutes of the June 15, 2016 meeting as resented. Motion carried.
3. Employee Status Updates
 - a. New Hires and Promotion (Introductions)
 1. Taylor Retzlaff – Buildings & Grounds
 - b. Resignations / Retirements: None
 - c. Recruitment
 1. Highway Department – Operator II: Held interviews and offered position to candidate.
 2. Clerk of Courts – LTE Deputy Clerk of Courts: Open until filled.
 3. Sheriff Deputy Eligibility List and Part-time Vacancies: Not getting a lot of applicants.
 4. Health and Human Services – Early Childhood Special Education Teacher: Interviews scheduled.
4. Wage Study Update: Patrick Gwynn, Carlson Dettmann discussed various options with the committee. The committee needs to decide the matrix capacity and limits and present it to the County Board. Nick will analyze options to determine costs and forecasting.
5. Staffing Structure – Clerk of Court's Office: Request from Clerk of Courts office to set position at 60%. Motion Heikkinen/Haskins to approve the Deputy Clerk of Courts position at 60% with no increase in other staff hours. Motion carried.
6. Health Insurance Fund Balance: Balance is getting low. Will have to address future options. Slaby excused at 10:45 a.m.
7. Announcement and motion Haskins/Heikkinen to adjourn to closed session at 10:45 a.m. pursuant to the exemptions in Wis. State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:
 - a. Sheriff's Deputy Union Grievance Hearing
 - b. Return to Open SessionRoll call vote: Yes (4): Haskins, Heikkinen, Kopisch, Wartgow. No: (0). Motion carried.
Motion Haskins/Heikkinen to rescind motion. Motion carried. Issue to be discussed in open session per request of grievant. Sheriff Brian Schmidt reviewed grievance filed by Joseph Lilly. Ben Barth from Labor Association of Wisconsin spoke on behalf of Joseph Lilly.
Announcement and motion Heikkinen/Haskins to adjourn to closed session at 11:26 a.m. pursuant to the exemptions in Wis. State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:
 - c. Sheriff's Deputy Union Grievance Hearing
 - d. Return to Open SessionRoll call vote: Yes (4): Haskins, Heikkinen, Kopisch, Wartgow. No: (0). Motion carried.
Motion Kopisch/Heikkinen in closed session to return to open session at 11:44 a.m. Roll call vote: Yes (4): Haskins, Heikkinen, Kopisch, Wartgow. No: (0). Motion carried
8. Take action, as needed, on closed session item: Motion Kopisch/Heikkinen to deny the grievance based on untimely filing of grievance from when employee should have known the issue existed. Roll call vote: Yes (3): Heikkinen, Kopisch, Wartgow. No: (1): Haskins. Motion carried
9. Set next meeting date: August 10, 2016.
10. Meeting adjourned at 11:45 a.m.

Submitted by: Jean Gottwald, County Clerk