

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

Administration Building
508 New York Avenue - Room 336
Sheboygan WI 53081

February 22, 2012

Called to Order: 5:30 PM

Adjourned: 6:53 PM

MEMBERS PRESENT: Chair Devin LeMahieu, Vice Chair Roger TeStroete, Secretary Fran Damp, and Member Val Schultz

MEMBERS ABSENT: Leo Dunton

OTHERS PRESENT: Human Resources Director Michael Collard, County Administrator Adam Payne, Corporation Counsel Carl Buesing, Health and Human Services Director Tom Eggebrecht and Clerk of Courts Nan Todd

Chairman LeMahieu called the meeting to order at 5:30 PM, in Conference Room 336 of the Administration Building. Chairman LeMahieu confirmed the meeting was posted February 21, 2012 at 2:45 PM and subsequently amended and reposted February 21, 2012 at 3:30 PM, in compliance with the open meeting law.

Due to another commitment of the County Administrator Adam Payne, Chairman LeMahieu deviated from the agenda and proceeded to Human Resources Department operational study. County Administrator Adam Payne advised the Committee that the Finance Committee authorized monies from the fund balance for the operational study. After a brief discussion, a motion was made by Supervisor Schultz granting approval for the Human Resources Department operation study. Supervisor TeStroete seconded the motion. Motion carried.

Clerk of Courts Nan Todd requested approval for the promotion of a Court Clerk II to a Court Clerk III. A motion was made by Supervisor TeStroete granting approval. Supervisor Damp seconded the motion. Motion carried.

Health and Human Services Director Tom Eggebrecht met with the Committee requesting approval for two (2) limited term employees (MIPPA and Psychiatric Nurse). A motion was made by Supervisor Schultz granting approval. Supervisor TeStroete seconded the motion. Motion carried.

Corporation Counsel Carl Buesing met with the Committee to review his annual report. The information was received and no formal action was taken.

Human Resources Director Michael Collard updated the Committee with Group III policies revisions.

Human Resources Director Michael Collard reviewed his annual report with Committee.

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A motion to go into closed session pursuant to Wis. Stat. §19.85(1)(c) consideration and review of performance evaluation for Nursing Shift Supervisor, Area Nurse Manager and Administrative Assistant was made by Supervisor TeStroete. Supervisor Schultz seconded the motion. Upon call of the roll, all supervisors voted "AYE." Motion carried.

A motion to go into open session was made by Supervisor Damp. Supervisor Schultz seconded the vote. Upon call of the roll, all supervisors voted "AYE." Motion carried.

A motion to approve the minutes of February 8, 2012 as presented was made by Supervisor Damp. Supervisor Schultz seconded the motion. Motion carried.

A motion to approve the evaluations as presented was made by Supervisor TeStroete. Supervisor Schultz seconded the motion. Motion carried.

A motion to approve the vouchers as presented was made by Supervisor Damp. Supervisor TeStroete seconded the motion. Motion carried.

A motion to adjourn was made by Supervisor TeStroete. Supervisor Schultz seconded the motion. Motion carried with adjournment at 6:53 PM.

Penny Elsner
Recording Secretary

Fran Damp
Secretary