

The Florence County Personnel Committee met for a special meeting on June 25, 2015 at the Courthouse. The meeting was called to order by the Chair. Members present were Supervisors Bomberg, Kelley, Theer, and Steber. Excused: Supervisor Johnson. Absent: None.

Moved by Supervisor Steber, seconded by Supervisor Kelley to approve the Agenda, as presented. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Theer approval to hire candidate #1 for the Florence County Highway Office Manager position and advertise and interview if job position is not accepted as recommended by the Highway Committee.

Moved by Supervisor Steber, seconded by Supervisor Kelley to adjourn to Closed Session Pursuant to the following:

- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to strategize with policies relating to Reporting for Duty, Performance Evaluations, and Employee Benefits.

Moved by Supervisor Kelley, seconded by Supervisor Steber to reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Kelley, seconded by Supervisor Steber approval to adopt the Reporting for Duty Policy and add to our Personnel Policy Manual. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Theer, seconded by Supervisor Steber approval to adopt the Work Performance and Evaluation Policy. Both Employee Performance Evaluation and Department Head/Supervisor Performance Evaluation will also be added to the Personnel Policy Manual. These are to be used as tools for evaluations. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Theer, seconded by Supervisor Steber approval to change the Personnel Policy Manual to read: A regular part-time employee who is scheduled to work an average of at least 30 hours per week will be eligible to participate in all insurance benefit plans. Ayes: Four (4). Nays: None (0). Motion carried.

There being no further business and on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell, County Clerk