

OFFICE OF THE COUNTY CLERK
Donna Trudell, County Clerk
FLORENCE COUNTY BOARD OF SUPERVISORS
Jeanette Bomberg, Chairwoman

PLEASE NOTE: If you have any special needs or if you require special accommodations call 715-528-3201 or write P.O. Box 410, Courthouse, Florence, Wisconsin 54121

The Florence County Personnel and Law Enforcement Committee will hold their regular monthly meeting at the Courthouse in Florence, Wisconsin.

DATE: Thursday – September 6, 2018

TIME: 6:00 P.M.

PLACE: Courthouse

AGENDA

1. Call to order
2. Roll call
3. Approval of Agenda
4. Read and approve minutes for August 2nd and August 29th ,2018 meetings
5. Discussion and/or action RE: Accept letter of resignation for Corrections Officer.
6. Discussion and/or action RE: Approval to hire Candidates for 2 Full-time Corrections Officer/Dispatcher positions in the Sheriff Department/Jail as recommended by the Personnel Hiring Committee
7. Discussion and/or action RE: Approval for Adam Anderson, Florence Corrections Officer/Dispatcher, to attend 911 Zuercher training in September for 4 days in Souix Falls, S.D.
8. Discussion and/or action RE: Sheriff and Emergency Government's monthly report
9. Discussion and/or action RE: Approval of Sheriff's and Emergency Government's monthly bills and recommend to Audit and Budget.

10. Discussion and/or action RE: Approval of Child Support bills and recommend to Audit and Budget
11. Discussion and/or action RE: Approve revised language addition to the Administrative Policy Manual for Posting & Advertising
12. Discussion and/or action RE: Approve revised language addition to the Personnel Policy Manual for Employee Compensatory Time
13. Discussion and/or action RE: Approve revised language addition to the Personnel Policy Manual for Employee Drug and Alcohol Use
14. Discussion and/or action RE: Approval for Mike Theis, Florence Veteran Service Officer, to attend Fall Conference September 24th, 25th, 26th, 27th, and 28th, 2018 in Minocqua, WI.
15. Discussion and/or action RE: Approve Mike Theis, Florence Veteran Service Officer, 2019 Budget and send on to the Audit and Budget Committee.
16. Discussion and/or action RE: Start the Performance Evaluation Process for 2018 (2019 Merit Increases) and supply Evaluation Packets to the Administrators on September 13th, 2018 at the employee training.
17. Discussion and/or action RE: Approve revised job description for the UW-Extension Office Manager position and if Committee sees significant changes send on to County Wage Consultant for review of salary grade and salary range.
18. Discussion and/or action RE: Approve reduction in hours for ADRC/Aging employee
19. Discussion and/or action RE: Approve revised job description for the ADRC/Aging Van Driver-Passenger Assistance position and if Committee sees significant changes send on to County Wage Consultant for review of salary grade and salary range.
20. Discussion and/or action RE: Accept letter of resignation for Human Services Community Services Social Worker
21. Discussion and/or action RE: Approve revised job description for the Human Services Community Services Social Worker.
22. Discussion and/or action RE: Approval to advertise and interview for the Human Services Community Services Social Worker

23. Discussion and/or action RE: Approve Human Services Department Crisis On-Call Pay October 2018-February 2019.

24. Adjourn to Closed Session pursuant to;
 - 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 discussion for employee compensation with legal advice.

 - 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 discussion for employee compensation with wage consultant advice.

 - 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 discussion on employee discipline.

25. Adjourn Closed Session and reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session

26. Committee concerns for future agenda items

27. Adjourn

Respectfully submitted,

Donna Trudell,
County Clerk