

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 7, 2017

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 the August 3rd and August 15th, 2017 meeting
5. Discussion and/or action RE: Approval of Child Support bills and recommend to Audit and Budget
6. Discussion and/or action RE: Approval for revised Florence County Social Worker – Community Services job description as recommended by the Human Service Board.
7. Discussion and/or action RE: Approval for revised Florence County Lead Community Services Social Worker job description as recommended by the Human Service Board.
8. Discussion and/or action RE: Approval for revised Florence County Planning and Zoning Administrator; Solid Waste Coordinator/Land Conservation Administrative Support Supervisor job description as recommended by the Zoning Committee.
9. Discussion and/or action RE: Approval for revised Florence County Planning and Zoning Assistant Zoning Administrator/Solid Waste Recycling Coordinator job description as recommended by the Zoning Committee.
10. Discussion and/or action RE: Approval for revised Florence County Accounting Assistant/Program Coordinator job description and send on to be reviewed by wage study consultant as recommended by the Human Service Board.

11. Discussion and/or action RE: Approval for Jessica McCoy, DA Assistant, to attend Victim Witness training in Wausau – September 19th 20th and 21st, 2017.
12. Discussion and/or action RE: Approval for Tanya Neuens, County Clerk of Court, to attend Register in Probate Conference in Eau Claire – September 20th, 21st, & 22nd. Clerk of Court Conference in Minocqua – October 11th, 12th & 13th. Child Welfare & The Courts Conference in Elkhart Lake - October 18th, 19th and 20th.
13. Discussion and/or action RE: Approval to revise Long-Term Care/ Lead I&A Specialist job description as recommended by the ADRC/Aging Committee as recommended by the ADRC/Aging Committee.
14. Discussion and/or action RE: Approval to advertise and interview for Part-time I&A Specialist position in the ADRC/Aging Department as recommended by the ADRC/Aging Committee.
15. Discussion and/or action RE: Approval to advertise and interview for Casual Call-in positions in the ADRC/Aging Department as recommended by the ADRC/Aging Committee.
16. Discussion and/or action RE: Approval for ADRC Program Assistant to work more than 21hrs per week but not to exceed 29hrs per week when needed as recommended by the ADRC/Aging Committee.
17. Discussion and/or action RE: Approval to continue using Fiscal Assistant as recommended by the ADRC/Aging Committee.
18. Discussion and/or action RE: Approval to offer employment to candidate #1 for the Emergency Preparedness Coordinator/Community Health Specialist job position as recommended by the Health Hiring Board.
19. Discussion and/or action RE: Approval to offer employment to candidate #1 for the Florence County Part-time Assistant Janitor position and place candidate #2 on the Casual Assistant Janitor Call-in list as recommended by the Building & Grounds Committee.
20. Discussion and/or action RE: Approval to adopt Resolution #2017-18 to support the Recount Reform Bill which preserves the right to request a recount but limits them to a margin of error & ensures taxpayers are not responsible for recount costs.
21. Discussion and/or action RE: Approve new Administrator Performance Evaluation Form with instructions
22. Discussion and/or action RE: Approve revising Employee Performance Evaluation Form with revising instructions.

23. Discussion and/or action RE: Pre-requisites to open County Highways for ATV's
24. Discussion and/or action RE: Approval to set a starting pay rate for new Corrections/Jailers.
25. Discussion and/or action RE: Sheriff and Emergency Government's monthly report
26. Discussion and/or action RE: Approval of Sheriff's and Emergency Government's monthly bills and recommend to Audit and Budget.
27. Adjourn to Closed Session pursuant to;
 - WI State Stat. §§ 19.85(1) (c) and (e) 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 employee comp time.
 - WI State Stat. §§ 19.85(1) (c) and (e) 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 department contract.
28. Adjourn Closed Session and reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session
29. Committee concerns for future agenda items
30. Adjourn

Respectfully submitted,

Donna Trudell,
County Clerk

NOTICE OF POSSIBLE QUORUM: Please be advised that it is possible that a quorum of other Florence County Committees, may be in attendance. It is not intended for this meeting to include any other committee other than the Personnel & Law Enforcement Committee unless specifically posted as such. Please be advised that there will not be any formal discussion or any official action taken of any pending or future matters pertaining to Florence County under the authority of any committee at this meeting other than the Personnel & Law Enforcement Committee, as posted on this agenda.