

The Florence County Personnel and Law Enforcement Committee met at the Courthouse on September 7, 2017. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Johnson, Kelley, Steber and Theer. Absent: None.

Moved by Supervisor Johnson, seconded by Supervisor Steber to approve the Agenda. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Theer to approve the minutes as read for the August 3rd and August 15th, 2017 meetings. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber approval of Child Support bills and recommend to the Audit and Budget Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Theer to approve revised Florence County Community Services Social Worker job description as recommended by the Human Service Board. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Kelley to approve revised Florence County Lead Community Services Social Worker job description as recommended by the Human Service Board. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Johnson to approve revised Florence County Planning and Zoning Administrator; Solid Waste Coordinator/Land Conservation Administrative Support Supervisor job description as recommended by the Zoning Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to approve revised Florence County Planning and Zoning Assistant Zoning Administrator/Solid Waste Recycling Coordinator job description as recommended by the Zoning Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Theer, seconded by Supervisor Steber to approve revised Florence County Accounting Assistant/Program Coordinator job description and send on to be reviewed by the wage study consultant as recommended by the Human Service Board. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer approval for Jessica McCoy, DA Assistant, to attend Victim Witness training in Wausau – September 19th 20th and 21st, 2017. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Johnson approval to authorize expenses within budget 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. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber approval to send revised Florence County Long-Term Care/ Lead I&A Specialist job description on to be reviewed by wage study consultant as recommended by the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber approval to advertise and interview for a Florence County Part-time I&A Specialist position as recommended by the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Johnson approval to advertise and interview for Florence County Casual Call-in positions in the ADRC/Aging Department as recommended by the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer approval for Florence County ADRC/Aging Program Assistant to work more than 21 hours per week but not to exceed 29 hours per week when needed as recommended by the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer approval for Florence County ADRC/Aging Fiscal Assistant to continuing working for 6 more months when the Committee will review if the Assistant is still needed as recommended by the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber approval to offer employment to candidate #1 for the Florence County Emergency Preparedness Coordinator/Community Health Specialist job position, if candidate #1 declines the position it will be offered to candidate #2, if candidate #2 declines the position it will be offered to candidate #3, if candidate #3 declines the position it will be offered to candidate #4, as recommended by the Health Hiring Board. Ayes: Four (4). Supervisor Johnson abstains: One (1). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber 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. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer 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 and send on to County Board for final approval. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Johnson approval for new Administrator Performance Evaluation form with the instructions. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer approval to revise Employee Performance Evaluation form with revised instructions. Ayes: Five (5). Nays: None (0). Motion carried.

Chairwomen Bomberg presented a hand out she received from Supervisor Neuens on the Pre-Requisites to Open County Highways for ATV's. She also received two handouts from Sheriff Rickaby on Wisconsin Highway Safety Coordinator's Association-ATV Guidelines and Wisconsin Dept. of Natural Resources-ATV Route Guidelines for Local Government. She explained that it is a big deal to open County roads and it will take time to study the safest routes to be used by the ATV's with input from the Highway Commissioner. Chief Deputy Gribble said the State people are telling us that we will need to have good policies, clear trail maps and consistency.

Chief Deputy Gribble discussed with the Committee a starting pay rate for a Non-Certified Part-time Corrections Officer/Jailer. He explained that the old starting rate for these employees was never researched in the wage study. The Committee said to contact our wage study consultant, have her research a competitive starting rate and bring the results back to Personnel.

Sheriff and Emergency Government's monthly report:

Chief Deputy Dave Gribble presented the Sheriff's Dept. monthly report. He informed the Committee that for the month of August the department recorded a busy month with 105 incident complaint reports, 19 accident investigations, and 107 calls for 911 received. Fines and revenues totaled \$4,176.

Gribble discussed creating a casual position that can be used on court days and transports. He asked what process will the department follow. The Committee said if the position is a Casual Deputy position it follows the Civil Service Ordinance. If the position is listed as a Casual position for the Jail then the Personnel Policy is followed.

Moved by Supervisor Kelley, seconded by Supervisor Steber to approve the Sheriff and Emergency Government monthly reports as presented. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to approve the Sheriff and Emergency Government's monthly bills and recommend to Audit and Budget. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber 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 employee comp time.
- 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 a department contract.

A roll call vote was taken and all members voted Aye. Motion carried.

Moved by Supervisor Johnson seconded by Supervisor Steber to reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson seconded by Supervisor Steber to allow employee to extend their comp time out due to extenuating circumstances. Ayes: Four (4). Chairwomen Bomberg abstains: One (1). 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