

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

January 23, 2008

MEETING CALLED TO ORDER by Chairman John Young at 9:00 a.m. at the Oneida County Courthouse, First Floor Conference Room.

COMMITTEE MEMBERS PRESENT: John Young, Ted Cushing, Paul Dean, and Charles Wickman.

COMMITTEE MEMBERS ABSENT: Scott Holewinski (excused).

ALSO PRESENT: John Potters, Lisa Charbarneau (Labor Relations/Employee Services); Margie Sorenson (Finance); Tom Rudolph, Guy Hansen, Wilbur Petroskey, Matt Matteson (Supervisor); Nancy Hollands (Land & Water Conservation).

The Chairman noted that this meeting of the Labor Relations/Employee Services Committee had been properly noticed in accordance with the Wisconsin Open Meeting Law and meets the Americans With Disabilities Act.

Motion by Dean, second by Cushing to approve the amended agenda for the present meeting, allowing the chair to move topics as necessary. Motion carried; all ayes.

Motion by Cushing, second by Dean to approve the minutes of January 9, 2008. Motion carried; all ayes.

Motion by Cushing, second by Wickman to approve the bills and vouchers as presented. Motion carried; all ayes.

John Potters told the committee that he had held his first Department Head Meeting and was pleased to have 100% attendance of all department heads. Potters told the committee he went over goals, ideas of the department, plans for the future, employee recognition both formal and informal, accepting agenda topics from department heads for future meetings, and scheduling future meetings for the Thursday following County Board each month.

John asked the committee if they had any issues with a union employee being sent as a designee to these meetings when a department head couldn't attend.

Young indicated he had no issues with union employees attending as long as there were no issues regarding contract issues discussed.

Wickman asked if all department heads had staff meetings.

Potters indicated that some departments have more formal meetings than others.

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Margie Sorenson added that smaller departments might not have regular meetings as they meet continually with their staff as needed.

Wickman indicated that regular staff meetings might resolve some issues before having to be turned over to an attorney.

Potters told the committee that he has attended and trained staff on “selecting winners”. Potters explained that although you need to ask technical questions during an interview it is also important to ask behavioral questions as well. The County needs to know how an employee will react down the road. Potters said he would like to do the presentation for the department heads at their next meeting.

Young asked that Potters do the presentation at the next LRES Committee meeting for the committee.

There was additional discussion regarding the County’s hiring and interviewing practices; as well as notices given by employees leaving affecting the ability of the county to hire new staff to replace them.

John Potters told the committee he was investigating opportunities for additional education and training for his position. Potters told the committee he would keep them updated.

Paul Dean said that the LRES Committee had not decided what kinds of costs they would approve for continuing education and training for the County Coordinator. Dean continued that it is the duty of the LRES Committee to discuss such items with the County Coordinator.

Potters indicated that he was willing to pay for education costs himself but would bring future opportunities to the committee for consideration.

Nancy Hollands came to the committee with a request to fill the AIS Coordinator position in Land & Water Conservation.

Motion by Cushing, second by Dean to approve the change in the AIS job description as presented, and approve filling the AIS Coordinator position. Motion carried; all ayes.

Nancy Hollands brought a Wildlife Damage Consultant Contract to the LRES Committee for their approval. Hollands explained that Land & Water Committee use to be able to approve within, now it needs to go to LRES first.

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Motion by Cushing, second by Dean to approve the Wildlife Damage Consultant Contract, contingent upon final review and approval by the Corporation Counsel. Motion carried; all ayes.

Nancy Hollands came to the committee with a request to hire Northern Environmental to complete a grant for the AIS program. Hollands indicated that Radley Watkins left the County to join Northern Environmental and would be the person contracted to complete the grant that he had begun as a county employee.

John Young asked if there was anyone else in the department who could finish the grant.

Hollands indicated they could do it; however there are a lot of other deadlines at the current time and Jean Hansen's hours were reduced, so it would be crunch time to have it completed by February 1.

Motion by Cushing, second by Dean to approve the Northern Environmental Contract for \$800, contingent upon final review and approval by the Corporation Counsel. Motion carried; all ayes.

During discussion of the above motion, Sorenson asked why Radley Watkins was on four days of vacation during his last two weeks of employment. Hollands responded that Watkins had prior approval of the time off as he was out of state for the holidays. Potters indicated that taking time off during your two-week notice was something he wanted to address in the future.

The committee scheduled the following meeting dates: February 13 and 27, 2008 at 9:00a.m.

Motion by Cushing, second by Dean to adjourn. Motion carried; all ayes

Meeting adjourned at 10:05 a.m.

John R. Young, Chairman

Lisa Charbarneau, Comm. Secretary