

**MINUTES OF THE ONEIDA COUNTY  
CIVIL SERVICE COMMISSION  
FEBRUARY 15, 2016**

**COMMISSION MEMBERS PRESENT:** John Vanney, Bernie Dart, Mary Martin, and Tim Melms. Pat Volk arrived during the closed session.

**OTHERS PRESENT:** Sheriff Grady Hartman, Chief Deputy Daniel Hess, Recording Secretary Jill Butzlaff, Captain Lloyd Gauthier, and Captain Terri Hook.

**CALL TO ORDER**

Chairman Vanney called the meeting to order at 1:00 p.m. at the Oneida County Law Enforcement Center. The meeting was properly noticed in accordance with Wisconsin Open Meetings Laws.

**DISCUSS/ACT TO APPROVE AGENDA**

Motion by Dart to approve the agenda, second by Martin. All ayes on voice vote, the motion carried 4-0.

**DISCUSS/ACT AND APPROVE THE MINUTES OF MAY 11<sup>TH</sup> AND 12<sup>TH</sup>, 2015**

Motion by Martin to approve the minutes of May 11 and May 12, 2015, second by Melms. All ayes on voice vote, the motion carried 4-0.

**DISCUSS CHANGING THE TITLE OF THE DETECTIVE SERGEANT IN THE ONEIDA COUNTY SHERIFF'S DEPARTMENT TO SERGEANT. THIS WOULD REQUIRE CHANGES IN THE ONEIDA COUNTY RULES AND REGULATIONS.**

Sheriff Hartman briefly discussed the proposed change, but noted that he did not have support on this change from the Sergeants. Motion by Dart to table the item, second by Melms. All ayes on voice vote, the motion carried 4-0.

**DISCUSS DELETING THE NEED TO TEST FOR HIRING OR PROMOTING OFFICERS.**

Sheriff Hartman stated this would apply to new hires and promotions. Hartman noted employees are not failing the test; therefore, he feels it is not necessary to charge current and future employees to take the tests. The Chief Deputy noted that the tests are outdated and are not applicable to the duties at our agency. Hartman recommended the agency try the next recruitment without the test and evaluate the process. Hartman stated Chapter 5 is currently being re-written and the language could be amended.

Motion by Melms to suspend the requirement for testing for new hires and promotions until further notice, second by Dart. All ayes on voice vote, the motion carried 4-0.

**DISCUSS THE NEED TO ESTABLISH AN ELIGIBILITY LIST FOR ENTRY LEVEL DEPUTY SHERIFFS, SERGEANTS.**

Brief discussion followed regarding the number of current openings, anticipated retirements and the need to create new eligibility lists for all. At this point, the

Commission scheduled the interview dates for Deputy Sheriff for April 5, 6, and 7, 2016. In addition the Commission scheduled interviews for Sergeants for May 9, and 10, 2016. All meeting times were scheduled for 12:00 p.m.

**DO PERFORMANCE EVALUATIONS OF THE MEMBERS OF THE ONEIDA COUNTY SHERIFF'S DEPARTMENT.**

Prior to the closed session, Sheriff Hartman stated that the Chief Deputy and the Captains receive two annual evaluations each year. One complies with the County requirements, and one is for the Civil Service Commission. Sheriff Hartman requested that the Commission accept the County evaluation for the Chief Deputy and Captain positions. Chairman Valley agreed that was acceptable to the Commission.

**CLOSED SESSION**

Motion by Melms, second by Dart to go into closed session pursuant to §19.85(1)(c) WI Stats considering employment, promotions, compensation or performance evaluation data of any public employee over which this body had jurisdiction or responsibility. Specifically Performance Evaluations. All ayes on roll call vote as follows: Melms aye, Dart aye, Martin aye, Vanney aye. The motion carried 4-0 and the Commission entered closed session at 1:35 p.m.

Motion by Martin to return to open session, second by Melms. All ayes on roll call vote as follows: Dart aye, Volk aye, Melms aye, Martin aye, Vanney aye. The motion carried 5-0 and the Commission returned to open session at 2:53 p.m.

Chairman Vanney announced that there were no decisions made in closed session.

**DISCUSS/ACT ON CORRESPONDENCE OR BILLS**

There was no correspondence or bills.

**DISCUSS/ACT ON FUTURE AGENDA ITEMS**

There was no further discussion on agenda items.

**ADJOURN**

Motion was made by Volk to adjourn, second by Dart. All ayes on voice vote, the motion carried 5-0 and the meeting adjourned at 2:55 p.m.

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John Vanney, Chairman

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Jill Butzlaff, Office Administrator