

**HUMAN RESOURCES COMMITTEE
MEETING MINUTES
June 17, 2008 @ 8:30am
Workforce Development Center, Room 203**

1. Call to Order. Meeting called to order at 8:35a.m. by S. Schmeling.
2. Roll Call. Present were S. Schmeling, J. Braughler, J. Nelson, and C. Knox. L. Zastrow excused and S. Schmeling excused at 9:52 am to attend other County business. Quorum established. Also Present: T. Palm, P. Ristow, E. Ronk, T. Schleitwiler, C. Silvers, G. Petre.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by T. Palm.
4. Review of Agenda. Noted that the only change to the noticed revised agenda was the location change. .
5. Citizen Comments. None
6. Motion by C. Knox, second by J. Braughler, to approve the May 27, 2008, minutes as printed. Motion carried.
7. Committee reviewed the Human Resources Committee meeting schedule for 2008-2009 with no changes. An emergency meeting could be called if an item needs to be addressed on short notice.
8. Motion by C. Knox, second by J. Nelson, to recommend a resolution to County Board to create a pool of Resident Care Workers at Countryside. Motion carried.
9. Motion by C. Knox, second by J. Braughler, to recommend a resolution to County Board to eliminate a vacant, full-time Families Come First Coordinator and create a full-time Economic Support Specialist position. Motion carried.
10. Motion by S. Schmeling, second by C. Knox, to authorize staff to negotiate with the union a proposal for a total package, that may include but not limited to wages and benefits, that would increase recruitment and retention of staff Registered Nurses, for HR Committee to review. Motion carried.
11. Review and possible action of Personnel Ordinances:
 - a. Motion by C. Knox, second by J. Braughler, to recommend an ordinance change to HR0210, which would allow the County Administrator to initiate a reclassification review at any time. Motion carried. Note: this motion does not intend to allow implementation of the reclassification without Committee and Board approval. No action taken to amend HR0225.
 - b. HR0240, Establishing Positions, no action taken; review at next meeting.
 - c. HR0250, Exempt Service, no action taken; review at next meeting.

- d. HR0360, Hours of Work, Overtime, and Compensatory Time, no action taken; review at next meeting.
 - e. HR0410, Computer, Internet and Telephone Use, no action taken; review at next meeting.
 - f. HR0505, Absenteeism Policy, no action taken; review at next meeting.
12. Motion by C. Knox, second by J. Braughler, to recommend a resolution to County Board clarifying when a Board member will be eligible to purchase the State Health plan, as well as establishing that Board of Supervisors may purchase the dental plan for the length of their term only and that premium contributions will be payroll deducted. Motion carried.
13. Review of 2009 Position requests and the potential associated cost was presented to committee. No action required.
14. Report from County Administrator. None.
15. Report form Human Resources Director included information on one emergency help request, nine vacancy requests and five reclassification results that are effective January 1, 2009.
16. Next meeting date and agenda established: July 15, 2008 @ 8:30a.m., to include agenda review and possible action on Personnel Ordinances HR0240, HR0250, HR0360, HR0410, and HR0505.
17. Motion by C. Knox, second by J. Braughler, to adjourn. Meeting adjourned at 10:10 a.m.

Human Resources Committee Secretary

Date