

HUMAN RESOURCES COMMITTEE
MEETING MINUTES
May 27, 2008
8:30am, Room 112

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, C. Knox and L. Zastrow. Quorum established. Also Present: G. Petre, T. Palm, G. Scott, B. Kern, T. Schleitwiler, P. Ristow.
3. Certification of compliance with the Open Meetings Law. Verification of notice of meeting by G. Petre.
4. Election of Chairman, Vice Chairman and Secretary. Motion by C. Knox, second by L. Zastrow, to nominate S. Schmeling as Chairman. No other nominations received. Motion carried. Motion by S. Schmeling, second by L. Zastrow, to nominate J. Nelson as Vice Chairman. No other nominations received. Motion carried. Motion by S. Schmeling, second by J. Nelson, to nominate L. Zastrow as Secretary. No other nominations received. Motion carried.
5. Review of the Agenda. No changes, with the right to re-order agenda items as needed.
6. Citizen Comments. None
7. Motion by S. Schmeling, second by J. Braughler, to approve the May 6, 2008, minutes with the following changes: Item #1, meeting started at 2:03pm, Item #6, appointment of temporary officers of S. Nass and J. Nelson, Item #13 and 14 to specifically indicate effective dates of the 2% and 1% increases in 2009 and 2010. Motion carried.
8. Committee reviewed the County Board rule on Human Resources Committee responsibilities with no action taken.
9. Motion by L. Zastrow, second by J. Nelson, to recommend a resolution to County Board to create two full-time Long Term Care Registered Nurses and eliminate one full-time vacant Home Health billing Clerk position. Motion carried.
10. Human Services Requests
 - a. Motion by J. Nelson, second by J. Braughler, to recommend a resolution to County Board to eliminate a vacant full-time Human Services Professional II position and create a full-time Human Services Professional I position. Motion carried.
 - b. Motion by C. Knox, second by J. Braughler, to defer action of eliminating a full-time Families Come First Coordinator and create a full-time Economic Support Specialist to a future meeting. Motion carried.

11. Highway Request. Motion by C. Knox, second by I. Zastrow, to recommend to County Board to eliminate a vacant full-time Heavy Maintenance Superintendent, eliminate a Shop Superintendent upon its vacancy, create a full-time Highway Operations Manager and create a full-time Highway Fleet Manager. Motion carried.
12. Motion by C. Knox, second by L. Zastrow, to request County Board action to clarify eligibility for County Board Supervisors for Health insurance under the State Plan and enrollment election period for Dental insurance. Motion withdrawn by C. Knox to postpone action to next meeting, second by L. Zastrow. Motion carried.
13. Information presented by G. Petre on the review process for new position requests. Discussion from staff on possible recommendations for changes to Personnel Ordinance on approvals of new positions for future meetings.
14. Review and possible recommendation of Delta Dental plan design changes as proposed by the Finance Committee. No discussion regarding changes recommended by Finance, including reducing number of x-rays covered, increasing sealant and implant coverage.
15. Report from County Administrator to include reporting relationship changes of the Emergency management Director, Surveyor and Central Duplicating Clerk, as well as response from County Administrator in regards to a request for a fourth Judicial Assistant.
16. Report from Human Resources Director on emergency help requests, positions approved to be filled, and additional wages and benefits offered to attract a new manager in Human Services.
17. Next meeting dates set for June 17 at 8:30am and July 15 at 8:30am.
18. Motion by L. Zastrow, second by J. Braughler, to adjourn. Meeting adjourned at 10:56 a.m.

Human Resources Committee Secretary

Date