Personnel Committee

Meeting Minutes

April 12, 2012

The meeting was called to order at 4:00 PM.

Members Present: Millie Dyer, Ann Gill, John Roth, Dick Joyce, Dave Boggs
Also Present: Ron Severson, Shawn Hamilton, Sandy Pommier, Denise Kasper, Terry Marketti, Susan Bates

A motion to approve the minutes from the March 15, 2012 meeting was made by Gill seconded by Roth. Motion carried.

No Public Comment.

HR Update:
Director Denise Kasper updated the committee on the timeline for the employee performance evaluation notices that are due in by the end of May.
No resignations.
Two new hires in the Health Department.
Employee newsletter will be sent out via email.
Boggs asked if the monetary incentive for those that elect not to participate in the health insurance plan will continue after the next election. Kasper replied that it was not included in the motion passed for benefits, therefore will not be offered after December.

No Health Department Update was given.

Sheriff Marketti attended the meeting to discuss a matter favorably recommend by the Facilities Committee in regards to hiring a part time custodian. Marketti explained that one of the full time courthouse maintenance staff will be out on medical leave for at least six months and requested the position be filled through the end of the year. A motion was made by Boggs, seconded by Roth to authorize the Sheriff to proceed with the hiring of the temporary part time custodian. Motion carried.

Maintenance Uniform Shirts:
Hamilton stated that he had looked into options including the uniform company Cintas. Hamilton added that a lesser cost option would be purchasing polo shirts with county emblem on them. A discussion was held in regards to full uniforms vs only shirts. The committee requested that the cost be included in the FY2013 budget.

At 4:20 PM a motion to enter into executive session to discuss personnel matters was made by Gill, seconded by Roth. Upon roll call, motion carried.

After a lengthy executive session, a motion was made by Gill, seconded by Roth to return to open session. Motion carried.

Unfinished business:
The committee discussed the possible use of vacation time in half day increments.
Salary recommendations for elected officials were discussed and the possibility of a salary assessment by an independent organization.
These matters will be further discussed at the next meeting.
The Department Head Manual will be updated.

A motion to adjourn was made by Boggs, seconded by Gill. Motion carried.

Not for Records
For Information Only

Not for Records
For Information Only