Personnel Committee

Meeting Minutes

November 12, 2009

The meeting was called to order at 4:30 PM

Members Present: Ann Gill, Millie Dyer, Mike Lutz, Dick Joyce, John Galloway

Also Present: Sandy Lucas, Denise Kasper

A motion to approve the minutes from the October 15, 2009 meeting was made by Lutz seconded by J Galloway. Motion carried.

Denise Kasper discussed Section 4.03 (Employee Evaluations) of the County Personnel Manual. She presented a draft amendment to include yearly performance reviews to be administered within the month of May. The committee discussed the matter and a motion was made by Joyce, seconded by Dyer to recommend the amendment to the County Board for approval. Motion carried. Kasper will make the approved amendments and provide copies to the committee and the board.

Kasper stated that the Health Department had filled an open position and had one termination. The Land Use Department plans to fill the vacancy of the Building and Zoning Officer in January of 2010.

Under New Business, Kasper told the committee that the Safety Committee had met today and plan to meet on a quarterly basis. The committee discussed the ergonomic training that was provided to all county employees and future meeting topics.

A motion to adjourn was made by Lutz, seconded by J Galloway. Motion carried.