

**PERSONNEL COMMITTEE MEETING**  
Tuesday, January 22, 2013  
**MINUTES**

The Personnel Committee meeting was called to order by Chairperson Geoff Banta at 10:00 a.m. on Thursday, November 15, 2012 in Room 309 of the Courthouse Annex.

Members Present: Chairman Banta, Will Beitlich, Dennis Brault, Frank Easterday,  
Ralph Hicks

Members Absent:

Others in attendance: Linda Kica, Greg Lunde, Phil Hewitt

1. Call to order, Geoff Banta, Chair presiding.
2. Affirmation of proper public notice of meeting.
3. Approve meeting minutes – December 26, 2012  
**Motion by Beitlich, second by Easterday, to approve minutes. Vote unanimous. Motion approved.**
4. Review and Approval of New Positions
  - None
5. Review and Approval of Replacement Positions
  - None
6. The Committee may entertain a motion to enter into closed session pursuant to section 19.85(1) (e) for AFSME union contract discussion.  
  
Entry into closed session if adopted.  
**Motion by Brault, second by Hicks to enter into closed session. Vote unanimous. Motion approved.**
7. Reconvene in open session pursuant to Wisconsin Statutes Section 19.85(2) (Roll call vote if motion is not unanimous).  
**Motion by Beitlich second by Hicks to reconvene in open session. Vote unanimous. Motion approved.**
8. May act on items discussion in closed session.
9. Review and approve policy on Emergency Closings.  
**Motion by Brault, second by Beitlich to approve policy, with changes – revise section on Pay for Emergency Closings to read: “If the County Board Chair makes the decision to close any or all county buildings, all employee must leave the premises if directed to do so by the County Board Chair or the emergency personnel in charge”. Vote unanimous. Motion approved.**

10. Review and approve Participant Loan Administrative Procedures.  
**Motion by Hicks, second by Easterday to approve Employee Handbook. Vote unanimous. Motion approved.**
11. Discussion on transition of employees to new wage plan.  
**Tabled to next meeting.**
12. Confirmation of next meeting date(s). February 5, 2013
13. Adjourn.  
**Motion by Easterday, second by Hicks to adjourn. Vote unanimous. Motion approved.**