

PERSONNEL COMMITTEE MEETING MINUTES

March 5, 2015
8:15 A.M.
County Board Room

The meeting was called to order by Chairman Dave Arnold.

Present: Dave Arnold, Mike Kelley, Bev Larson, Terry Kleifgen, Barb Theis, Scott Ethun, April Kennedy, Ann June, Lutrelle Manna, Robin Degner and Dennis Weiss. Ed Wafle, Dave Donnelly and Greg Lowe, (absent)

1. Meeting with the Personnel Committee called to order by David Arnold.
2. Ad-Hoc Committee balance of members with regards to Departments included was discussed; Personnel Committee Chair David Arnold expressed concern that a great deal of the Committee was comprised of Department of Human Services (DHS) employees. Scott Ethun, DHS Director explained that two of the DHS employees were included after a couple of initial meetings in order to have more of an opinion from the employees and Ann June and April Kennedy were Union Presidents previously and still have employees that see them with concerns. Once explained some of the Personnel Committee understood more with regards to the employee's on the Ad-Hoc Committee while others felt that there should still be more diversity among departments.
David Arnold also expressed concern that currently the Ad-Hoc Committee is not recognized as an official Committee this is something that he will discuss with the County Board Chair for possible approval by the County Board.
3. The Personnel and Ad-Hoc Committee reviewed a Conflict Resolution Policy, members of the Personnel Committee indicated that they thought the Policy presented was already incorporated in the Personnel Policy and if it didn't represent it fully perhaps the wording in the Personnel Policy could be updated to include the Policy presented. Further discussion of the Conflict Resolution will be brought up at future meetings.
4. The Ad-Hoc Committee had requested a comparison of Juneau County Benefits with other counties. The Human Resource Director contacted surrounding counties and created a spreadsheet comparing benefits such as Holidays, Vacation, Sick Leave, Probationary Period and Health Insurance copays. While it appears that Juneau County is comparable with benefits one area that differed was the ability for new employees to utilize accrued vacation after 6 months whereas for Juneau County vacation cannot be utilized until after one year. Flex time was also discussed among the committee's as it relates to employees in various departments being required to work into the evenings at times for the convenience of the public they service. The Personnel Committee informed the Ad-Hoc Committee that the Personnel Policy currently provides the ability for a Department Head to approve scheduling changes when the reason is a benefit to the County.

Other items to review for the next meeting will be looking at funeral leave with regards to the days being consecutive, with cremation becoming more popular memorial services are not necessarily within a few days of the death of a relative. This will be a future meeting topic.

5. Minute approval was discussed and an explanation given to how minutes are currently being approved for the Ad-Hoc Committee and the Personnel Committee for combined meetings. The decision was made to continue with what is currently being done for minute approval.
6. Next Personnel Meeting with Employee Ad-Hoc on April 13, 2015 at 10:45 a.m.

Respectfully submitted,
Terry Kleifgen, H. R. Director