

**Minutes**  
**Trempealeau County Personnel/Bargaining Committee**  
February 23, 2010

Committee Chair, Chuck Zauner called the meeting to order at 9:02 a.m. in the Tremple Room of the Courthouse in Whitehall, Wisconsin.

The open meeting law requirements were met.

**Committee members present:**

Chuck Zauner  
Doug Winters  
Dick Miller

**Others in attendance:**

Rich Anderson  
Jami Kabus  
Jim Johnson

**Motion by Winters and seconded by Miller to adopt the agenda. Motion carried unanimously.**

**Motion by Winters and seconded by Miller to approve the 1/21/2010 & 2/15/2010 minutes. Motion carried unanimously.**

Sheriff Anderson presented two requisitions in the Dispatch. One was to fill a vacant Dispatch Sergeant position. Sheriff hopes to promote from within, causing the second requisition of Radio Operator. But if there is no internal promotion, only the Sergeant position requisition would be used to recruit from the outside.

**Motion by Miller, and seconded by Winters to approve the position. Motion carried**

Johnson presented a Paver Operator/General Winter Maintenance position requisition. This position was posted internally with no interest and is seeking approval to fill the position through external recruitment. The position is 35% tax levy dependent.

**Motion by Winters, and seconded by Miller to approve the position. Motion carried**

Johnson submitted a Loader Operator/Asphalt Plant Asst//General Winter Maintenance position requisition. This position was also posted internally with no interest and is seeking approval to fill the position through external recruitment. The position is 2% tax levy dependent. Miller asked about the 2010 budget and the reduction that was included in the budget. Johnson stated he will be experiencing staff level changes because he now has four upcoming retirements that he knows of this year.

**Motion by Miller, and seconded by Winters to approve the position. Motion carried**

Kabus introduced an Interpreter Policy and Procedure submitted for County Interpreters. She explained that the Health Dept and other agencies within the courthouse use interpreters and a set policy and procedural guidelines would clarify their role. The policy was presented to the Board of Health and forwarded to P/B. Further discussion continued that the Department Heads are responsible for managing the functions and activities that affect them within the various departments. The committee felt that such a policy may not be necessary as a County-wide policy.

**Motion by Miller, and seconded by Winters, that after discussion, determined that at this time, a policy would not be necessary. Motion carried**

Kabus discussed an all-staff training that is scheduled for the month of March. It will involve four safety-based topics that each employee must complete. An icon will be placed on each employee's computer and a quiz must be completed and turned in. This will be an annual requirement, and will work well with the new safety committee and objectives that the County hopes to accomplish in safety and loss prevention. Also, other training could be developed, such as FMLA training, supervisor training, etc. for all employees to participate in.

Committee Chair, Chuck Zauner, adjourned the meeting at 9:45 am.

Respectfully submitted,

John Bortle/jk Secretary, Personnel/Bargaining Committee