

Minutes
Trempealeau County Personnel/Bargaining Committee
September 9, 2010

Committee Chair, Tom Bice called the meeting to order at 9:03 a.m. in the Tremple Room of the Courthouse in Whitehall, Wisconsin.

The open meeting law requirements were met.

Committee members present:

Tom Bice
Doug Winters
Bob Duellman
Dick Miller
Wally Geske

Others in attendance:

Mark Smick	Jami Kabus	Lorna Anderson
Mike Nelson	Jeff McIntyre	Megan Stuessel
Bobbi Guthrie	Arild Engeliem	Becky Suchla
Dave Suchla	Jon Zander	Brian Puente
Carol Bawek	Barb Barczak	Kathy Gauger
Pat Malone		

Motion by Winters and seconded by Geske to adopt the agenda. Motion carried.

Motion by Geske and seconded by Miller to approve the 8/13/2010 minutes. Motion carried.

The Sheriff's Department brought forth a requisition for a Jailer position, due to a female Jailer resigning her position. The position was approved by the Standing committee on September 1, 2010 and forwarded to Personnel/Bargaining for consideration. Miller asked about the balance needed to cover 24/7 staffing coverage. Puente explained the requirement of female staffing, posting OT and part-time staff to cover shifts. Further discussion of coverage time needed due to the vacancy. Winters asked if we have a pool to choose from. Puente advised that we would have to recruit from the outside and update the on-call list at the same time.

Motion by Winters and seconded by Duellman to approve and forward the Jailer position. Motion carried.

The Health Department brought forth a requisition for a Health Officer/Director position. This requisition was approved 9/7/2010 by the Health & Human Services Board and forwarded to the P/B committee. This is a required position by state statutes. Winters asked if this would be advertised. Miller believes we are obligated to include inside and outside people. This is a Department Head position and with a position of this level, we should be obligated to open that up to any person interested in the position. Department Head positions have not been limited to just in-house. It has historically been opened up to all possible candidates, inside and out. We could potentially have citizens who would complain if we do not go outside to include anyone from the public interested in applying.

Motion by Miller and seconded by Winters to approve and forward the Health Officer/Director position with the recommendation to recruit candidates from both inside and outside. Motion carried.

The Health Department presented a requisition for a Dietician position. This requisition was approved on 9/7/2010 by the Health & Human Services Board and forwarded to the P/B committee. This position is due to a resignation. Bawek explained that this position works with WIC and the more clients served, the more funding the County receives. The current client population served by WIC is over 800 people. This position is up to 24 hours per week. This position does not require any levy dollars.

Motion by Miller and seconded by Bice to approve and forward the Dietician position. Motion carried.

Miller said we have approved requisitions with contingencies of the future need. This has been done in the past to save time if the need will arise in the future. Kabus said that that has been done in the past, specifically in Highway. But Kabus told the committee that the requisition did not go through the Health & Human Services Board for approval yet. Bawek confirmed that it was mistakenly left off the agenda in error and was not acted on. Geske said he would prefer to have the new Board of Health and Director make the position.

Motion by Geske and seconded by Winters to deny the Public Health Nurse position until we know if it is needed. Motion carried.

McIntyre presented a requisition for a Family & Children's Social Worker, due to a resignation in the Child Protective area. This position works with initial investigations of child abuse and neglect. Is a foster parent coordinator, and works closely with the DA's office and Sheriff's Department. Winters asked if this would be recruited from the outside. McIntyre advised that, per union contract, it needs to be posted internally first, but is predicting that there will be no one interested in posting to this position.

Motion by Miller and seconded by Duellman to approve and forward the Family & Children's Social Worker position. Motion carried.

Gauger presented the Disability Specialist position requisition, which is part of the ADRC. This has been a contracted position with Gemini since 2001. The cost of the contract with Gemini has increased to the point where it would cost more to contract than to make the position a county position. The anticipated cost difference would be approximately \$10,000. This would be posted in-house to the Professional union first. If no one posts to it, it would have to be posted to the outside.

Motion by Miller and seconded by Winters to approve and forward the Disability Specialist position. Motion carried.

Kabus handed out copies of the original requisition and job description for the UW-Ext. Office Manager position that was discussed at the August, 2010 Personnel/Bargaining Committee. Zander reviewed how his department has been functioning this past month. The office has been using the ½ time float position. They are uncovering a lot of behind the scenes responsibilities that one person did and is taking three people now to figure out what has to be done. Zander and his staff reviewed the various duties this position is responsible for and the impact it has on the department, organizations and volunteers. Further discussion on funding, state furlough schedules and workloads continued. Nelson advised that the standing committee unanimously approved the hire of this position. He added the consequence of cutting this position would result in less fair hours. Zander added that the decision forced the department to prioritize the services and activities that come out of the department. Miller added that recently, this department was forced to decrease staff by ½ a position. Nelson added that there were 2 ½ office staff at one time.

Motion by Miller and seconded by Winters to approve and forward the UW-Ext Office Manager position. Aye-Winters, Duellman, Miller, Geske, Ney – Bice. Motion carried.

Kabus summarized the purpose of the unit clarification regarding Senior Services and Human Services. Kabus handed out a proposed Memorandum of Agreement regarding the four positions in Senior Services, which are currently part of the Courthouse union. The proposal is to fold the positions into the two Social Services Unions that work in the Human Services Department. Kabus read through the agreement for the committee. Kabus advised this is a process, and is looking for input, would go over with the County's labor attorney and return to union with any proposals. The committee referred further discussion of the proposal content to the closed session regarding negotiations listed later on the agenda.

Kabus reviewed the recent bid process for health insurance. Discussion was had regarding the lack of claims history from the current provider. She handed out a summary of the results of the health insurance bids received. The committee reviewed the quotes received. No action taken.

Bice discussed changing the current hiring practice to allow the standing committee to give the final approval of a recommended hire for a vacant position. This would give the committee oversight and give the people making the decision of who gets hired the idea that someone is looking out for the tax payers of the county. Suchla said that right now, there is no feedback in the hiring process when someone is hired for a position. The committee members may offer information about a candidate that was not known during the interview process. Suchla referenced the Highway committee with a recent hire, advising that the committee was dumbfounded, the head of the department was dumbfounded as to what went on. Kabus questioned how the head of the department could be dumbfounded when he was part of the interviews? Suchla said that is what he had heard. Kabus explained the standard recruitment process to the committee and how Department heads are always involved in the interviews and stating that Suchla's source of information was obviously incorrect. Suchla said this is not about a specific case, it is just about feedback in the loop. He claims there is no feedback to the committees on who is hired at the end of the process. Puent asked if a simple solution would be for a standing committee member involved in the hiring practice? Suchla responded no. It would be time consuming and cost money for a committee member to sit through all the interviews. Adding that it

would be a more complicated way of doing it. Suchla added that this would be another layer of protection. We have a committee that is up in arms about a recent action and this would have helped the situation. Kabus said the committee members could simply ask her if they have questions. Puent has concerned about committee members objecting to a proposed hire based on unsubstantiated information. He is concerned about the rumor mill playing a part in the committee member's final decision, since they are not participating in the actual interview process. He added that rumors and gossip should not have an impact on the hire of a qualified individual and the residual problems that could create for the County down the road. Miller asked when a candidate is presented for hire to the committee and someone says "I've heard..." what is the investigative process and how would that be objectively confirmed for truthfulness? Bice responded that we have reasonably intelligent people on our committees and would suggest that person vote against them. But the rest of the committee is going to have to make an intelligent decision on their own. Miller asked how do you find the objective knowledge to make a decision if it is a rumor? Kabus cautioned about making decisions based on unfounded or inaccurate information, as that would open us up to legal issues. Winters asked if this would cause a special meeting? Kabus asked about internal posting, saying that for union positions, she has a 5 day obligation to respond. Geske said we have a written contract with the union and can not violate that. It would be intended for non-reps and new hires. Geske said recent posting in the union was handled according to the written agreement. Suchla agreed with the recent placement in the Hwy, but some of those committee members are not aware of the details. Guthrie suggested the committee members need to get out and do some homework themselves, they can not expect everything to be handed to them. Kabus was concerned about outside influences. People will be interviewing for positions. Candidates could promote and market themselves to the committee members outside the structured interview process, which would cause an unfair advantage over other candidates that do not have that same opportunity. Duellman feels this takes away from the hiring supervisor and his choice of who to hire. Further discussion was had clarifying the process.

Motion by Bice and seconded by Geske for standing committees to have a yes or no vote in hiring decisions in relation to non-represented and new hire positions. Aye- Geske, Bice. Ney – Winters, Duellman, Miller. Motion defeated.

Motion by Miller, and seconded by Duellman, to go into closed session, per WI Stat. 19.85(1)(c) to consider employment promotion, compensation or performance evaluation data at 12:10 pm. Roll call taken. Bice-yea, Miller-yea, Geske-yea, Winters-yea, Duellman-yea. Motion carried

Motion by Miller, and seconded by Bice, to go into open session, at 12:18 pm. Roll call taken. Bice-yea, Miller-yea, Geske-yea, Winters-yea, Duellman-yea. Motion carried

Motion by Miller, and seconded by Bice, to go into closed session, per WI Stat. 19.85(1)(e) to discuss union negotiations where competitive or bargaining reasons require a closed session at 12:18 pm. Roll call taken. Bice-yea, Miller-yea, Geske-yea, Winters-yea, Duellman-yea. Motion carried

Motion by Miller, and seconded by Geske, to go into open session, at 1:04 pm. Roll call taken. Bice-yea, Miller-yea, Geske-yea, Winters-yea, Duellman-yea. Motion carried

Next meeting date was set October 21, 2010 at 9:00 am.

Committee Chair, Tom Bice, adjourned the meeting at 1:05 pm.

Respectfully submitted,
Douglas Winters/jk
Secretary, Personnel/Bargaining Committee