

**Minutes
Trempealeau County Personnel/Bargaining Committee**

August 18, 2011

Committee Chair, Tom Bice called the meeting to order at 9:01 a.m. in the Packer Room of the Courthouse in Whitehall, Wisconsin.

The open meeting law requirements were met.

Committee members present:

Tom Bice
Doug Winters
Wally Geske
Dick Miller
Bob Duellman

Others in attendance:

Jami Kabus
Jeff McIntyre
Kathy Gauger

Kevin Lien
Judge John Damon
Sheriff Richard Anderson

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

Motion by Miller, and seconded by Geske to adopt the 7/21/2011 minutes. Motion Carried.

McIntyre advised the Committee that this item would no longer need to be on the agenda for approval. This limited term position was approved by the Human Services committee, and since that meeting, funding for the position was found within their budget, not requiring further approval.

McIntyre, Judge Damon and Sheriff Anderson revisited the dynamics of this position with the committee. McIntyre advised that the initial thought was for this position to report to Human Services, then possibly a stand alone position reporting to Executive/Finance Committee. The three all agreed that this position should report to a Department Head, on a day to day basis. Discussion was had about funding for this position. It was explained by McIntyre that funding from the tax levy would be needed for 2012, but recouped costs over the long run by alternative sentencing, reducing the cost to incarceration. Sheriff Anderson added this position would help in the Sheriffs Department, agreeing that it should report to Human Services. Judge Damon concurred, that a committee may not offer the direction and supervision necessary, adding that other Counties also put similar positions under Human Services. Judge offered that it is not typical for a Drug Court to operate without a coordinator and departments doing the treatment should also do the coordinating. With a Coordinator, the County would be able to double the capacity of the enrollment and solicit support for the program. Kabus reiterated to the committee that this is not a discussion to approve the position, but to develop to structure of the position. For it to be approved, it would have to start at a standing committee level and progress per the recruitment policy. **M/2nd by Winters/Geske to support the structure of the Justice Coordinator position within the Human Services department and forward to the Standing Committee to initiate the formal recruitment process. Motion Carried.**

Kabus updated the Committee on the interest of pursuing unit clarification for Senior Services positions in the Courthouse union and the Social Services unions in Human Services. Discussion was had regarding the work assignments between the unions in Human Services and upcoming budget and staffing challenges anticipated in the next year. **M/2nd by Miller/Bice to proceed with the unit clarification. Motion Carried.**

Kabus advised that she presented the proposed changes to several Committees over the past month, with a few more to attend. She advised of some suggestions received to the process. Lien, Sheriff Anderson and McIntyre added challenges and concerns to the current policy and advocated for the proposed changes and how it would be successful in their departments. Kabus reviewed the current background check process, accountability of the Standing Committee to analyze the need for the position, inconsistent scrutinizing of positions on County Board floor. Additional discussion was had regarding government efficiency, standing committee responsibility and accountability, effects on staff during long vacancies, loss or decrease of services to clients. **M/2nd by Bice/Geske to forward a resolution to County Board recommending changing the recruitment process to Standing Committee approval for current, budgeted vacated positions, and 3 committee and County Board approval for unbudgeted positions, with committee members invited to sit in on interviews. Motion Carried.**

Kabus reviewed the Draft Grievance Policy. With the requirements embodied in Act 10 and Act 32-the budget repair bill, one of the requirements is to have in place by October 1, 2011 a County Grievance Policy/Procedure for all employees, except those covered under a CBA, which would follow their contract language while the CBA is in effect. The Grievance policy would be for discipline/terminations and workplace safety. Kabus is working as part of a subgroup with WCMIC in creating a statewide template, as all counties will be subject to this. Kabus reviewed the document pointing out several items that would need clarification and input from the committee. Discussion was had regarding who could serve as an Independent Hearing Officer, and adding procedural language for closed sessions for discipline/termination appeals to the County Board. Kabus requested the committee to further review and provide her with additional feedback to finalize at the September Committee meeting, and will present final product to the County Board at the September County Board Meeting for approval.

Kabus updated the Committee with the Health Insurance bidding process. She advised that the deadline is Friday, August 26, 2011. There have been several requests for bid specs, but nothing has been submitted yet. Questions were asked regarding retirees who are annuitants on the Health insurance plan. Kabus will update the committee after August 26, 2011.

The next meeting is scheduled for September 15, 2011 at 9:00 am in the Packer Room

Bice adjourned the meeting at 11:49 am.

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