

# Minutes

## Trempealeau County Personnel/Bargaining Committee

December 11, 2012

**Committee members present:** Doug Winters, Ernie Vold, Tom Bice

Committee Vice-Chair, Doug Winters called the meeting to order at 3:00 p.m. in the Wisconsin Room in Whitehall, Wisconsin.

The open meeting law requirements were met.

**M/2<sup>nd</sup> by Vold / Bice to adopt the amended P/B agenda. Motion carried.**

**M/2<sup>nd</sup> by Bice / Vold to adopt minutes from the 11/15/2012 meeting. Motion carried.**

The Committee reviewed the input provided from WCMIC policy review. Several items pointed out in their response included sentence structure, rearranging location of information, which the committee agreed. Several other points made from WCMIC were discussed. The Committee reviewed the suggestions. Discussion was had regarding approval process of the handbook and that, as stated in the current handbook, any changes, revisions and additions may occur at any time upon the approval of the P/B Committee and E/F Committee and does not need further approval beyond that. Kabus will arrange for E/F Committee to meet before County Board on 12/17/2012 to approve.

**M/2<sup>nd</sup> by Bice/Vold to strike E/F to be included in the revision process of handbook. Motion Carried.**

**M/2<sup>nd</sup> by Winters/Vold to strick P/B Committee in the oversight of department work rules. MC**

**M/2<sup>nd</sup> by Bice/Winters to not use suggested language regarding Comp time. MC**

**M/2<sup>nd</sup> by Bice/Vold to update language regarding harassment investigations procedures. MC**

**M/2<sup>nd</sup> by Winters/Vold to delete language regarding membership in organizations and have dept work rules address them. MC**

**M/2<sup>nd</sup> by Bice/Vold to accept suggested language regarding Workplace violence. MC**

**M/2<sup>nd</sup> by Vold / Bice to approve the revised employee handbook and forward to E/F Committee for final approval for implementation 1/1/2013. Motion carried.**

Department work rules agenda item was dropped from the agenda due to change in the handbook.

Michelle Wiesenberger addressed the committee asking them to consider the current pay grade for the Deputy Clerk of Courts and changing their pay grade to that of other Deputy positions in the Courthouse. Winters asked that the topic be put on the agenda for next month for further discussion.

Brandt asked what was delaying the progress of the WIC position. Kabus reviewed with the committee that the WIC position was in front of the committee in early November, but was postponed because Rhoda was not able to attend. Rhoda advised the committee that she was requesting a pay grade change from 9 to 7C in order to afford staffing the position for upto 40 hours per week. Kabus will arrange for E/F Committee to meet before County Board on 12/17/2012 to approve.

**M/2<sup>nd</sup> by Vold/Bice to approve and forward to E/F Committee. Motion Carried.**

**M/2<sup>nd</sup> by Vold/Bice @ 5:13 pm to go into Closed Session per WI Stat. 19.85(1)(e) to Discuss Strategies in Connection with Union Contracts where Competitive or Bargaining Reasons Require a Closed Session. Roll call was taken. Motion Carried.**

**M/2<sup>nd</sup> by Bice/Vold @ 5:52 pm to reconvene into open session. Roll call was taken. Motion Carried.**

Next meeting date is tentatively 12/28/2012 at 10:00 am.

Vice-Chairman Winters adjourned the meeting at 5:55 pm.

Respectfully submitted, Tom Bice/jk Secretary, Personnel/Bargaining Committee