

Trempealeau County Personnel/Bargaining Meeting

Meeting called to order by Chairman Rob Reichwein at 8:31AM in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Thursday, May 15th, 2014.

Committee Members Present: Rob Reichwein, Dick Miller, Ernie Vold, Mike Nelson, Jeanne Nutter

Notice was posted according to open meeting law requirements.

Adoption of the Agenda – **M/2nd by Vold/Nelson to adopt the agenda; Motion carried.**

Approval of minutes from previous meetings (4/17/2014) – **M/2nd by Nelson/Miller to approve minutes; Motion carried.**

David Krueger addressed the committee with an update of our self-insured workers compensation program. He distributed handouts with loss data and discussed the savings since going self-insured. He advised that the county should continue to build the workers compensation fund in excess of \$1M dollars to protect against any large claim obligations. The committee would like to see the amount this fund should be built to defined by resolution if it is not already. Kabus will review the workers compensation resolutions to see if it is already defined. If not, this will be brought back to committee in June to draft a resolution.

Kabus advised that the County established a County Interpreter list to be maintained in the County Clerk's office. All resolutions that could be found do not reference any criteria, minimum qualifications or procedures developed or established as to who would be considered for interpreting or how someone gets on the list. The Clerk's Office has had the Sheriff's Office conduct a records check, but there is nothing outlined to define what deems them eligible or not eligible to be on the list. Discussion was had regarding having a central list versus each department maintaining their own list. Kabus shared a department listing of which departments use an interpreter, the County Clerk's list or other resources. Discussion was had regarding verifying the quality of interpreting or requiring certification. Kabus said that the main issue is what the criteria to be met to be on the list or denied and then have something to reference. This was never developed and the County Clerk's office has nothing to base this on. The committee would like to discuss further at the next meeting with the following draft materials created and prepared by Syverson:

1. Draft County Clerk's office guidelines on how to process a request to be a County interpreter vendor, including defined criteria on eligibility to be on the list and reasons current vendors could be dropped from the list
2. Those interested in becoming an interpreter would fill out a request form with contact info, language to interpret, and any other pertinent info. to be considered for interpreter use. This form would include what the County requires from them and what to expect.
3. Dept of Justice background check requirement (non-refundable \$20.00 fee to be collected from the person at the time of filing)
4. County Clerk to post the Interpreter list and regularly update the list on County Intranet for employees to utilize

Set next meeting date: 6/17/2014 at 8:30 am.

Chairman Reichwein adjourned the meeting @ 10:01 AM.