

**Minutes of Langelade County
Matrix Committee Meeting**

The meeting, in the Law Library, on the second floor of the Courthouse, was called to order at 10:15 a.m., February 7, 2014, by Chairman Solin.

Members Present: Dave Solin, Jerry Burns, Doug Nonnenmacher, Brad Henricks, Gary Olsen, and Robin Stowe.

Members Absent: None

Others Present: Beverly Krivoshein

Agenda Item #1: Call the meeting to order: The meeting was called to order at 10:15 a.m. by Chairman Solin.

Agenda Item #2: Approve minutes of the last meeting on January 15, 2013: Motion by Nonnenmacher, second by Henricks to approve the minutes of the last meeting on January 15, 2013, all ayes, motion carried.

Agenda Item #2: Select format and procedures for completing the wage study for 2015 for County positions: Gary Olsen reviewed with the Committee the history of the Matrix. The main reason for the meeting was for the Committee to set procedures for completing the wage study for 2015. Motion by Nonnenmacher, second by Burns, to approve using the following counties as comparables: Ashland, Crawford, Sawyer, Lafayette, Richland, Green Lake, Jackson, Kewaunee, Taylor, Adams, Vilas, Waushara, Juneau, Door, Lincoln, Trempealeau, and Vernon, all ayes, motion carried. Motion by Burns, second by Nonnenmacher to utilize the following process for completing the wage study for 2015: Have the Finance Director gather the information that he can for each position, then have him share this information with each department head. It will then be up to the department head or individuals to gather additional information if they do not agree with the salaries of the positions.

This information will then be given to the Matrix Committee for approval. Department heads can come to the Committee to discuss the positions in their departments. At this time, the department heads and individuals can present their cases for the salaries to be adjusted differently than the information gathered by the Finance Department. The Matrix Committee will set the salaries for all positions and forward the new matrix to the Personnel Committee.

The Personnel Committee will allow department heads and individuals who did not agree with the Matrix Committee to present their case regarding why their position should be paid a different wage. The Personnel Committee will make the final decision on the salary for all positions and forward a resolution to the County Board.

Department heads or individual employees will not be allowed to argue their cases before County Board. The matrix will go as one resolution to be voted on as a group at the Board meeting. All ayes, motion carried.

The timeline for this process will be as follows:

February to April – Finance Director gather comparable information.

May – Matrix Committee meet with Department Heads and individuals who wish to address the Committee. Approve matrix and forward to Personnel Committee.

June – Personnel Committee approval and County Board approval.

July – Finance Department will include approved matrix salary information in department budget packets.

Motion by Nonnenmacher to adjourn at 10:50 a.m., second by Burns, all ayes, motion carried.

Respectfully submitted,
Gary D. Olsen
Recording Secretary