

**LANGLADE COUNTY
PERSONNEL COMMITTEE REPORT**

Meeting Date: 11/18/2016

Time: 12:00 p.m.

CHAIRMAN: Doug Nonnenmacher

MEMBERS PRESENT: Doug Nonnenmacher, Richard Hurlbert, Jim Jansen, Pete Pennington, Dave Solin

MEMBERS ABSENT: Arlene Bonacci

OTHERS PRESENT: Robin Stowe, Gary Olsen, Sheriff Greening, Judy Nagel, Ron Nye and Labor Relations Attorney Lori Lubinski (via phone during closed session).

The meeting was called to order at 12:00 p.m. by Chairman Nonnenmacher, Courthouse, Room 203.

Pledge of Allegiance.

Approve/amend Minutes of November 3, 2016 and November 9, 2016 Personnel Committee Meetings.

Motion by Hurlbert, second by Jansen to approve the Minutes of November 3, 2016 and November 9, 2016, all ayes, motion carried.

Approve/amend the Agenda of November 18, 2016 Personnel Committee. Motion by Pennington, second by Hurlbert to approve the Agenda of November 18, 2016, all ayes, motion carried.

At approximately 12:10 p.m., consider moving into closed session pursuant to Section 19.85(1)(f), Wisconsin Statutes, to consider the employment, performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to consider financial, medical, social or personnel histories or disciplinary data of specific persons, preliminary consideration of personnel problems or the investigation of charges if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, to consider the employment status of the Human Resources Director position.

Motion by Hurlbert at 12:06 p.m. to move into closed session, seconded by Pennington. All ayes by roll call vote. Chairman Nonnenmacher asked that the room be cleared. Corporation Counsel Robin Stowe remained in the closed session.

Motion by Hurlbert at 12:55 p.m. to return to open session, seconded by Pennington. All ayes by roll call vote.

Motion by Solin, seconded by Nonnenmacher to accept the resignation of RJ Weitz, Human Resources Director effective November 18, 2016. All ayes by roll call vote.

Motion by Solin, seconded by Pennington to have Robin Stowe notify the County Board Members via letter and notify Department Heads via email that the HR Director has resigned.

Consider status of the Human Resources Director position and the plan to discharge the responsibilities of this position. The Committee discussed the recruitment process to fill the vacant HR Director position. The Committee agreed to publish the recruitment notice by November 26, 2016, with an application deadline of December 27, 2016. Applications will be filed with the County Clerk's Office. Robin Stowe, Corporation Counsel, will notify candidates from the previous recruitment of the opportunity to participate in this new recruitment process. The Personnel Committee will meet on December 29, 2016 at 8:30 a.m., Room 203, to review the applications.

During the vacancy in the HR Director position, Department Heads have been notified that service requests from the HR Department will be redirected to the Finance Department and to the Corporation Counsel's Office. The Corporation Counsel and Finance Director request consideration of hiring a casual employee (with HR background) to start as soon as possible, given the timing of this vacancy (i.e., during open enrollment for the health insurance, deadline for filing performance evaluations and filing the certificate for annual physical exams, ongoing recruitments, departmental reorganizations efforts, etc.). Given the urgency of this request, the Board Chairman approved (by "executive order") the hiring of a casual employee with a subsequent resolution presented to the County Board.

Motion by Solin, seconded by Nonnenmacher to appoint an interim Human Resources Director, as a casual employee, to start immediately at a rate up to \$25 per hour, pending qualifications, with no benefits, with this action reported to the County Board. All ayes, motion carried.

Gary Olsen, Finance Director, requested consideration by the Committee to identify in job descriptions the responsibility to provide "back-up", as this is essential for Departments that consist of one Department Head Discussion held. The Committee directed Robin Stowe to draft a resolution to change policy regarding hiring a casual employee for emergency situations, sponsored by Personnel and Executive Committees.

Committees and Departments will be expected to work with the interim Human Resources Director (casual employee), as required under existing policies in the same fashion as the full-time HR Director.

Set date for next meeting. Thursday December 1, 2016 at 8:30 a.m., Room 203, Courthouse

Adjourn the Meeting. Motion by Pennington, second by Jansen to adjourn the Personnel Committee meeting at 1:30 p.m., all ayes motion carried.

Respectfully Submitted,
Judy Nagel, Recording Secretary