



Minutes approve 08-20-13

HUMAN RESOURCES COMMITTEE

James Carius Community Room
Tuesday, July 23, 2013 – 5:25 p.m.

Committee Members Present: Chairman Michael Harris, Darrell Meisinger, Monica Connett, Jim Donahue, Nick Graff, Dean Grimm, Terry Hillegonds, Carroll Imig, Tim Neuhauser, Terry VonBoeckman

Committee Members Absent: Brett Grimm

MOTION **MOTION BY MEISINGER, SECOND BY DONAHUE** to approve the minutes of the June 18, 2013 meeting.

On voice vote, **MOTION CARRIED.**

MOTION
HR-13-26 **MOTION BY IMIG, SECOND BY NEUHAUSER** to recommend to County Board to approve filling a vacant position for Civil Process Clerk in the Sheriff's Department.

On voice vote, **MOTION CARRIED.**

MOTION
HR-13-27 **MOTION BY IMIG, SECOND BY NEUHAUSER** to recommend to County Board to approve filling a vacant position for Vital Statistics Clerk in the County Clerk/Recorder office.

On voice vote, **MOTION CARRIED.**

MOTION
HR-13-28 **MOTION BY VONBOECKMAN, SECOND BY HILLEGONDS** to recommend to County Board to approve the County's participation in the Health Fair.

On voice vote, **MOTION CARRIED.**

Chairman Harris provided some updates to Committee members and advised the Administrator will be seeking direction from the Committee on some issues:

- Union negotiations for the deputies and salary.
- Our Collective Bargaining Committee includes the County Board Chairman the Human Resources Chairman.

Freilinger would like to include the Finance/Budget Committee Chairman as well.

- An organizational chart has been provided for those under the Administrator. Does the Committee want similar information on all departments.
- Personnel Policies Handbook – the draft has been reviewed with this Committee and Department Heads. A request has been made to compare the old and new and that is being worked on. It will be sent out for review.
- Salary administration.
- Hay Group training is scheduled for August 12 and twelve will be trained.

There was a Committee discussion on the IMRF issue. County Clerk, Christie Webb, advised that the audit has now been set and will happen regardless of action taken by the Board. There will be an IMRF representative at the July 31st County Board meeting. Webb requested questions for them be submitted to her.

MOTION

MOTION BY GRIMM, SECOND BY VONBOECKEMAN to recommend to County Board to approve the bills as presented.

On voice vote, **MOTION CARRIED.**

Chairman Harris recessed the meeting at 5:35 p.m.

(transcribed by S. Beeney)