

**Executive Committee Minutes**  
Monday, December 8, 2008  
Conference Room A260 - 8:00 a.m.

Meeting called to order by Chairman Al Sebastiani at 8:05 a.m. Members present: Cindy Loken, David Renner, Diane England, Bev Ward and Al Sebastiani. Others present: Barb Petkovsek - Administrative Coordinator/Director of Finance, Jack Albert - Corporation Counsel/Personnel Director, Wendy Pierce - Fiscal & Support Services Manager (H&HS), and Jane Gervais.

**Motion by** Loken/England to approve the October 21 & November 10, 2008 minutes. **Motion carried.**

No public participation or correspondence.

Discuss and/or act on resolution amending Chapter 10, Section 2 of the Personnel & General Administrative Policies - Employee Recognition Policy. Discussion was held regarding certificates be given to recognize employees for their years of service to the County. **Motion by** Renner/Loken to adopt recognition policy as Barb Petkovsek presented, by giving certificates to employees to recognize them for their years of service to the County.

Veterans In-service Day was discussed.

Discuss and/or act on revised Clerk/Receptionist job descriptions at Health & Human Services Department. Wendy Pierce explained that the typing requirement was not necessary for the position. **Motion by** Loken/England to approve the revised job description. **Motion carried.**

Discuss and/or act on residency requirement. Residency for Sheriff's Department employees was discussed by Sheriff Darrell Renner and Chief Deputy David July. Discussion was held.

Discuss and/or act on offering Boston Mutual Whole Life Insurance as a voluntary option for employees. Representative from Boston Mutual Whole Life Insurance Company gave a presentation on offering voluntary life insurance to employees. Discussion was held by Committee. **Motion by** Loken/England that Adams County offer the Boston Mutual Insurance to employees in March 2009. **Motion carried.**

Discuss non-represented 2009 increase. Discussion was held regarding the 2009 increase of 5.8% and the Carlson Dettmann wage scale.

Chair Sebastiani called for a five-minute break at 9:20 a.m.

**Motion by** Ward/England to convene in closed session per §19.85(1)(c) & (1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become

involved: Conduct second Interviews for the Director of Health & Human Services Department. Update on negotiations. **Motion carried** unanimously by roll call voice vote.

**Motion by** Loken/Renner to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. **Motion carried** unanimously by roll call voice vote.

**Motion by** Loken/Ward to approve voucher reports for Administrative Coordinator/Director of Finance, Maintenance, GIS and Corporation Counsel/Personnel Departments. **Motion carried.**

Action items for next meeting: Non-represented 2009 increase.

Next meeting date is scheduled for January 12, 2008, at 9:00 a.m.

**Motion by** Renner/Ward to adjourn at 12:35 p.m.. **Motion carried.**

Respectfully submitted,

Jane M. Gervais  
Recording Secretary  
Paralegal/Personnel Assistant

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**