

EXECUTIVE COMMITTEE MINUTES

Monday, July 13, 2009, 9:00 a.m.

Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 9:05 a.m. Members present: Diane England, Dave Renner, Bev Ward, Cindy Loken and Al Sebastiani. Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance; Jack Albert, Corporation Counsel/Personnel Director; Supervisor Joanne Sumpter; and Jane Gervais, Paralegal/Personnel Assistant.

The meeting was properly announced. **Motion by Ward/Loken to approve the amended agenda. Motion carried.**

Motion by Loken/England to approve the minutes of June 8, 2009. Motion carried.

No public participation or correspondence.

Discuss and/or act on forwarding Job Description Questionnaire Reclassification Request for Legal/Personnel Secretary (Corporation Counsel/Personnel Director's Office) on to Carlson Dettmann for review. Discussion was held. **Motion by Loken/Renner to delay sending the JDQ to Carlson Dettmann for the Legal/Personnel Secretary until the Committee/County Board has acted on the positions for Corporation Counsel and Personnel Director. Motion carried.**

Administrative Coordinator/Director of Finance Monthly Report. Barb Petkovsek gave her monthly report.

Corporation Counsel/Personnel Director Monthly Report. Jack Albert presented his monthly report.

Motion by Renner/England to recess for five minutes at 11:20 a.m. Motion carried. Chairman Al Sebastiani called the meeting back to order at 11:25 a.m.

Motion by Loken/Renner 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: Discuss Arbitration filed by AFSCME Local 1168 Courthouse Union for Grievance no. 051809 regarding compensation for Clerk/Receptionist, Veteran Service Office. Unit clarification settlement. Motion carried.

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

Motion by Loken/Ward to approve the purchase order voucher reports. Motion carried.

The next meeting is August 3, 2009, at 9:00 a.m. and the regular monthly meeting is August 10, 2009, at 9:00 a.m.

Motion by Loken/Renner to adjourn at 11:52 a.m.

Respectfully submitted,

Jane M. Gervais
Recording Secretary
Paralegal/Personnel Assistant

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE