

EXECUTIVE COMMITTEE MINUTES

Monday, July 14, 2008, 9:00 a.m.

Conference Room A260

Al Sebastiani, Chairman, called the meeting to order at 9:00 a.m. Meeting was properly announced. Members present: Cindy Loken, Diane England, Dave Renner, Bev Ward and Al Sebastiani. Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance, John R. (Jack) Albert, Corporation Counsel/Personnel Director; and Jane Gervais.

**Motion by** Loken/England to approve the agenda. **Motion carried.**

**Motion by** Loken/Ward to approve the minutes of June 9, 2008. **Motion carried.**

No correspondence.

Discuss and/or act on Veteran's Day Resolution for In-Service Training. Discussion was held regarding the revenues from the vending machines. **Motion by** Ward/Renner to forward the Veteran's Day Resolution for In-Service Training on to County Board. **Motion carried.**

Discuss and/or act on Personnel & General Administrative Policies, Chapter 10, Section 2 - Recognition. Discussion was held regarding the current recognition policy in the Personnel Manual. There currently is no funding for this. Discussion was held on what types of recognition should be given whether it be a certification, plaque, gift certificate, money, clock and for how many years should an individual be recognized. Discussion was held to have recognition take place once a year at County Board. Chairman Sebastiani asked Administrative Coordinator Petkovsek to put something together and bring it back next month.

Administrative Coordinator/Director of Finance monthly report. Barb Petkovsek presented her monthly report.

Corporation Counsel/Personnel Director report. Jack Albert gave his monthly report.

**Motion by** Renner/Loken 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: Update on negotiations. Update on any employee disciplines, arbitrations, grievances and resignations. **Motion carried** unanimously by roll call voice vote.

**Motion by** Ward/England 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.

Approve purchase orders/voucher reports. **Motion by** Loken/Renner to approve the voucher reports for Administrative Coordinator/Director of Finance, Maintenance Department, and

Corporation Counsel/Personnel Director. **Motion carried.**

Chairman Sebastiani asked Administrative Coordinator Petkovsek how they were coming with the ID cards. Administrative Coordinator Petkovsek updated the committee. Chairman Sebastiani asked if the in-service training is going to be mandatory. Administrative Coordinator Petkovsek stated, yes, except for law enforcement and possibly the garbage haulers at Solid Waste Department. Authorization of vacation is being discouraged for that day.

The following dates are the committee's preference for hearing a grievance filed by Highway Union Local 323. August 4 or the afternoon of August 6, 2008. Secondary dates are July 23, 30 & 31.

The next regular meeting is scheduled for Monday, August 11, 2008, at 9:00 a.m.

Action items for the next meeting: Discuss and/or act on Personnel & General Administrative Policies, Chapter 10, Section 2 - Recognition.

**Motion by Renner/England to adjourn. Motion carried.**

Respectfully submitted,

Jane M. Gervais  
Paralegal/Personnel Assistant

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