

PERSONNEL COMMITTEE
February 16, 2016; 4:45 p.m.

PRESENT: Supervisors Vogt, Baumann, Behnke, and Nickels. Supervisor Maresh was excused.

The meeting was called to order at 4:45 p.m. Minutes from December 1st and 15th were approved upon a motion by Baumann, seconded by Vogt and carried unanimously.

There was no public comment.

Discussion took place regarding a request for out of state travel for A. Augustine, Veterans Service Officer to attend the National Association of County Veteran Service Officers conference in South Carolina. Attending the conference will provide the necessary training for her to maintain accreditation. Attendance at the conference is included in the department's budget. A motion to approve her attendance was made by Vogt, seconded by Baumann and carried unanimously. A resolution for approval by the full Board will be on the County Board agenda for next week.

The Committee discussed the revised computer resource policy. The policy has been updated to reflect current technology and provide increased security. The policy revision has been approved by the Finance Committee. If approved by the Personnel Committee, this item will be on the County Board agenda for next week. A motion was made by Baumann and seconded by Vogt to approve. The motion carried unanimously.

Section 23.09 of the Computer Resources Policy addresses social media. The Human Services Department is requesting a waiver of this section of the policy to continue to allow the use of a "closed" Facebook page for use by foster parents. Foster parents use this page as a way to communicate with other foster parents and share ideas and advice on how to handle certain situations. Nancy Randolph said recruiting and keeping foster parents is difficult and this is a good tool for communicating with other foster parents. Supervisor Vogt is very much in favor of maintaining this. A question was raised regarding whether or not information posted on Facebook is subject to open records requests. Peter Conrad confirmed that it would be a matter of public record, but if a request were made, any confidential information would be redacted before the information would be released just like any other open records request. A motion was made by Baumann and seconded by Vogt to approve the waiver.

The motion carried unanimously.

The Human Services Foster Care program requested authorization to be able to solicit donations from local businesses to support the foster care program. They are not looking for cash donations but rather discounts from restaurants, movie coupons, donations of beds, car seats, play pens etc. Human services is looking at whatever they can do to recruit and retain foster parents. There is no money in the budget for these "extras".

Sharon Cornils expressed her concern that this practice does not comply with our volunteer policy that does not allow departments to solicit donations from businesses. Allowing this practice for Foster Parents may open up the door for other departments to seek similar waivers. Peter Conrad also has concerns of going out and soliciting. It can be problematic if donations are solicited from businesses that are regulated by a County Department. This practice may cause employees to violate our Ethics Code without realizing it and put themselves in jeopardy.

Supervisor Behnke would support a statement to the general public asking if anyone would like to donate toward the program rather than going to specific businesses and soliciting. Supervisor Baumann is also supportive of a pre-approved general announcement or press release.

Supervisor Nickels made a motion to approve the request from Human services to allow the solicitation of donations for the foster care program. The motion failed for lack of a second.

Supervisor Behnke asked County Executive Bob Ziegelbauer for his opinion, and Executive Ziegelbauer said it is an interesting policy discussion for the Board. He supports the proposal but says it is close.

Peter Conrad asked that the Committee allow him to work with Nancy to develop a practice and policy that would accommodate their needs. They will bring a proposal back to the next Committee meeting.

Jacalyn LaBre, District Attorney, presented her request for authorization to hire a temporary special prosecutor to help fill the void caused by a current ADA going on sabbatical. This request is due to a change made at the State level that restricts the provision of special prosecutors to situations involving an absence caused by the ADA being on family medical leave or an extended leave. In this case, one of the Assistant District Attorneys wants to take a two month sabbatical and they are already short staffed. Jacki LaBre is asking the County to cover the costs of a special prosecutor for 20 hours/week for two months. The cost is estimated at \$6900.

Comptroller Todd Reckelberg stated that the District Attorney's budget had a surplus of \$19,000 at the end of 2015 and he would recommend that \$6900 be taken from that surplus to cover the costs. Bob Ziegelbauer said he would support this request one time and after that the legislature would have to address it. A motion was made by Vogt and seconded by Baumann to approve the request. Motion carried unanimously.

The Sheriff's Department hire/separation report was reviewed. Patrol is fully staffed. Two .9 corrections officer positions remain vacant. We will be interviewing in the near future and have a good pool of people to interview.

Policy §8.05 (Productivity) was discussed. The revision allows incidental use of cellphones in cases of emergency, but employees need to be productive and fully engaged while at work on paid time. A motion was made by Baumann and seconded by Vogt to approve the revision. Motion carried.

Policy §8.07 (County Property) was discussed. This policy addresses when employees are allowed incidental use of telephone and computer resources. The change was approved upon a motion by Baumann, seconded by Vogt and carried unanimously.

Policy §12.03 (Holidays) was discussed. The revision clarifies what happens when the Christmas and New Year holidays fall on a weekend. The revision was approved upon a motion by Vogt, seconded by Baumann and carried unanimously.

Salaries for Register of Deeds, County Treasurer and County Clerk for the next term (2017-2020) were discussed. Supervisor Behnke feels no raises should be approved for anyone based on the County Board's action to not allow an increase for the County Executive's current term. Supervisor Nickels supports an increase for these elected officials in the area of 1.5%. Supervisor Vogt said he feels an increase of 1.5% for 2017 and 2% for 2018 should be given to keep them consistent with the Clerk of Court, Coroner and Sheriff, but he's not sure what to do with the remaining two years of the term. After discussion, a motion was made by Nickels to recommend granting increases of 1.5% for 2017, 2% in 2018, 1.5% in 2019 and 1.5% in 2020. The motion was seconded by Baumann and carried unanimously.

Peter updated the Committee on the status of the WPPA case.

The next meeting will be held prior to the County Board meeting on March 15th. A motion was made by Vogt and seconded by Baumann to adjourn at 5:40 p.m. Motion carried.

Dave Nickels, Secretary

Date