SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

Administration Building
508 New York Avenue - Room 302
Sheboygan WI 53081

June 27, 2012 **Called to Order: 5:00 PM** **Adjourned: 6:25 PM**

MEMBERS PRESENT: Chair Devin LeMahieu, Vice Chair Fran Damp, Secretary George Marthenze and Members Keith Abler and Ed Procek

OTHERS PRESENT: Human Resources Director Michael Collard, County Administrator Adam Payne, Corporation Counsel Carl Buesing, County Board Chairman Roger Te Stroete, Policy Facilitator Jean Gallimore, Inspector William Bruckbauer, Division of Social Services Manager Marty Bonk, Manager of Accounting/Administrative and Supportive Services Carol Bukovic, Correctional Officer Damian Ballantine and Mary Hickey

Chairman LeMahieu called the meeting to order at 5:00 PM, in Conference Room 302 of the Administration Building. Chairman LeMahieu confirmed the meeting was posted June 22, 2012 at 3:45 PM, in compliance with the open meeting law.

The Committee considered Resolution No. 4 ~ Renewing Membership in Bay Area Counties Workforce Consortium. A motion recommending enactment was made by Supervisor Marthenze. Supervisor Procek seconded the motion. After discussion, motion carried.

Corporation Counsel Carl Buesing reviewed the monthly and year to date budget with Committee.

Next, Corporation Counsel Carl Buesing reviewed the summary of previous month's activities and hours report and the claims and litigation report with the Committee.

Manager of Accounting/Administrative and Supportive Services Carol Bukovic met with the Committee requesting approval to hire a LTE (Limited Term Employee.) A motion was made by Supervisor Marthenze granting approval. Supervisor Abler seconded the motion. Motion carried.

Division of Social Services Manager Marty Bonk met with the Committee requesting approval to post and fill the position of Social Worker I, II, III, III MA/MS with subsequent positions. After a brief discussion, a motion was made by Supervisor Marthenze granting approval. Supervisor Abler seconded the motion. Motion carried.

Although Correction Officer positions are covered under the blanket approval, with the number being requested and hired, Inspector William Bruckbauer met with the Committee requesting approval to fill six (6) positions. After discussion, a motion was made by Supervisor Abler granting approval. Supervisor Procek seconded the motion. Motion carried.

Human Resources Director Michael Collard reviewed with the Committee Work Group III policies revisions and requested approval of the draft manual. After discussion a motion was made by Supervisor Marthenze granting approval. Supervisor Damp seconded the motion. Motion carried.

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A motion to approve the vouchers as presented was made by Supervisor Marthenze. Supervisor Damp seconded the motion. Motion carried.

A motion to approve the minutes of June 13th and June 20th, 2012 as presented was made by Supervisor Damp. Supervisor Abler seconded the motion. Motion carried.

A motion to adjourn was made by Supervisor Abler. Supervisor Marthenze seconded the motion. Motion carried with adjournment at 6:25 PM.

Penny Elsner
Recording Secretary

George Marthenze
Secretary

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