

Washington County Board of Supervisors

Herbert J. Tennies, Chair

Mark T. McCune, First Vice-Chair

Paul E. Ustruck, Second Vice-Chair

AMENDED AGENDA

DATE: October 21, 2013

TO: ADMINISTRATIVE SERVICES COMMITTEE
Administrative Coordinator Employee Benefits Manager/Interim Division Manager
County Board Chairperson Human Resources Analyst(s) Rae Ann Boudry
County Attorney Facilities Manager Kim Hurtz
County Clerk News Media Theresa Russell
Finance Director/Interim Human Resources Director Dale Schmidt

FROM: Peter I. Sorce, Chairperson

RE: ADMINISTRATIVE SERVICES COMMITTEE MEETING
THURSDAY, OCTOBER 24, 2013, @ 9:00 A.M.
COURTHOUSE-GOVERNMENT CENTER ROOM 2024

The following business will be before the committee for initiation, discussion, deliberation and possible formal action, subject to rules of the board that may be inspected at the office of the County Clerk.

1. Call to Order
2. Affidavit of Posting
3. Entertain a motion to convene into Closed Session pursuant to Wis. Stats. §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; specifically, "Employee and Employee Family Member's Medical Issues and Health Insurance."
4. Return to Open Session and Possible Action on Item Discussed in Closed Session
5. Minutes: October 7, 2014
6. Discussion and Possible Action on 2014 Reinsurance - *Rae Ann Boudry, Horton Group and Kim Hurtz Aegis*
7. Discussion and Possible Action on 2015-2016-2017-2018 Salaries for Sheriff and Clerk of Courts - *Susan Haag*
8. **Step Placement in Pay Plan for Samaritan Campus Administrator**
9. Discussion and Possible Action on Promotional Policy - *Michelle Hoey*
10. Discussion and Possible Action on Attendance Policy - *Michelle Hoey*
11. Ordinance to Add Parent to Use of Current Sick Leave
12. Presentation, Discussion and Possible Action on Paid Time Off Policy (PTO)
 - Draft Resolution for Vacation Payout
 - Presentation of PTO - *Sandy Weiland*
13. Human Resources Reorganization - *Susan Haag*
14. Interim Human Resources Director's Update
 - Commendation Resolutions
 - Employee Relations Activities

See Other Side →

15. Next Tentative Meeting Date
16. Report & Possible Action on 2014 Property Insurance Rates - *Brenda Jaszewski*
17. Adjournment

PIS:ld

Enclosures: *Minutes (1)*

Individual County Board Supervisors may attend the above meeting. It is possible that such attendance may constitute a meeting of the County Board or any of its committees pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke meeting, but is given solely to comply with the notice requirements of the open meeting law.

AFFIDAVIT OF POSTING This agenda was posted in the office of the County Clerk on the 21st day of October 2013. Notice was sent to the West Bend Daily News, Express News, WBKV/WBWI Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.