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**WASHINGTON COUNTY
ADMINISTRATIVE SERVICES COMMITTEE**

Courthouse - Government Center
West Bend, WI

January 10, 2013
8:30 a.m.

Present: Raymond Heidtke, Michael Miller, Dennis Myers, Peter Sorce, and Michael Weston.

Also Present: Administrative Coordinator Doug Johnson, County Board Chairperson Herbert Tennes, County Attorney Kim Nass, Deputy Attorney Christine Ohlis, County Clerk Brenda Jaszewski, Finance Director Susan Haag, Highway Commissioner Tom Wondra, Human Resources Analyst Sandy Weiland, Human Resources Director Peter German, Human Resources Employee Benefits Manager Michelle Hoey, Human Services Director Jim Strachota, Corrections Administrator Shirley Miller, Planning and Parks Administrator Paul Mueller, Sheriff Dale Schmidt, Supervisor Melvin Ewert, Supervisor Joseph Gonnering, and Chief Deputy County Clerk Linda Doro.

Chairperson Sorce called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

MINUTES

Moved by Mr. Myers, seconded by Mr. Weston to approve the minutes of December 10, 2012, as presented. Motion carried.

CLOSED SESSION

Moved by Mr. Miller, seconded by Mr. Myers to convene into Closed Session at 8:32 a.m. pursuant to Wis. Stats. §19.85(1)(e) deliberating or negotiating other specified public business whenever competitive or bargaining reasons require a closed session, specifically "to discuss the Deputy Sheriff contract, and to formulate bargaining strategies for future collective bargaining agreements." Motion carried unanimously by roll call vote.

OPEN SESSION

Moved by Mr. Miller, seconded by Mr. Heidtke to return to Open Session at 8:43 a.m. Motion carried unanimously by roll call vote.

POSSIBLE ACTION ON ITEM DISCUSSED IN CLOSED SESSION

Moved by Mr. Heidtke, seconded by Mr. Miller to proceed with direction on the Deputy Sheriff contract as discussed in Closed Session. Motion carried with Mr. Myers voting no.

CONSIDER SECOND BATCH OF APPEALS UNDER THE PAY PLAN APPEAL PROCESS

Appearance: Consultant Charlie Carlson

The January 10, 2013, Appeal Process Recommendations list was presented to the Administrative Services Committee.

Mr. Carlson presented his recommendations on Planning and Parks Cases 2, 5, and 6, and Sheriff's Dept. Cases 29, 36, and 37 that were from the December 10, 2012, Appeal Process Recommendations list that required further examination. Appearance and remarks by Corrections Officer Bryan Hansen.

1 Human Resources Department

2 Case 65: Office Supervisor. Appearance and remarks from Human Resources Director Peter
3 German and correspondence submitted by Office Supervisor Gail Recker.

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5 Finance Department

6 Case 18: Purchasing Technician. Appearance and remarks from Purchasing Agent Bill Kurer and
7 Purchasing Technician Mary Jo Banfield.

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9 Case 19: Buyer. Appearance and remarks from Purchasing Agent Bill Kurer, Buyer Roy
10 Hartmann, Highway Commissioner Tom Wondra, and Finance Director Susan Haag.

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12 Case: 20: Purchasing Agent. Appearance and remarks from Purchasing Agent Bill Kurer.

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14 The meeting recessed at 10:28 a.m. and reconvened 10:34 a.m.

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16 Case 14-17: Accounting Assistant. Appearance and remarks from Finance Director Susan Haag
17 and Accounting Assistants Patricia Snyder, Tanya Ramer, and Bette Jane Karnitz.

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19 ADRC

20 Case 21: ADRC Supervisor. Appearance from ADRC Director Linda Olson.

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22 County Attorney

23 Case 22: Accounting Assistant. Appearance and remarks from County Attorney Kim Nass and
24 Accounting Assistant Roxanne Rindt.

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26 Case 23: Program Assistant. Appearance and remarks from County Attorney Kim Nass and
27 Program Assistant Debbie Brown.

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29 Clerk of Courts

30 Case 42: Family Court Commissioner. Appearance and remarks from Family Court
31 Commissioner Dolores Bomrad, Judge Andrew Gonring, and Clerk of Circuit Courts Theresa
32 Russell.

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34 Case 48: Accounting Assistant. Appearance and remarks from Clerk of Circuit Courts Theresa
35 Russell and Accounting Assistant Kristine Zamzow.

36
37 County Attorney

38 Case 24: Child Support Supervisor. Appearance and remarks from County Attorney Kim Nass
39 and Child Support Supervisor Mark Wolf.

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41 Case 25: Deputy County Attorney. Appearance and remarks from County Attorney Kim Nass and
42 Deputy County Attorney Christine Ohlis.

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44 Case 26: Office Supervisor. Appearance and remarks from County Attorney Kim Nass and Office
45 Supervisor Jackie Limbach.

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47 Case 27: Child Support Financial Worker. Appearance and remarks from County Attorney Kim
48 Nass and Child Support Financial Workers Beverly Lallemon and Mavis Pusch.

1 Case 28: Child Support Specialist. Appearance and remarks from County Attorney Kim Nass, and
2 Child Support Specialists Sara Decker, Braedy Helmbrecht, Erica Rink, and Karen Van Beek.

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4 The meeting recessed at 1:06 p.m. and reconvened at 1:12 p.m.

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6 Sheriff Department

7 Case 39: Accounting Supervisor. No remarks.

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9 Human Services Department

10 Case 51: Family Services Supervisor. Appearance and remarks from Human Services Director
11 Jim Strachota.

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13 Case 52: Economic Support - Lead Worker. Appearance and remarks from Human Services
14 Director Jim Strachota, Kenneth Benedum, and Julie Williamson.

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16 Case 53: Program Support Clerk. Appearance and remarks from Human Services Director Jim
17 Strachota, Program Support Clerk Carol Hogan, and Program Support Clerk Lori Merrick.

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19 Case 54: Economic Support Specialist. Appearance and remarks from Human Services Director
20 Jim Strachota, and Economic Support Specialist Ann Baumann.

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22 Case 55: Economic Support Supervisor. Appearance and remarks from Human Services Director
23 Jim Strachota.

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25 Case 56: Economic Support Assistant. Appearance and remarks from Human Services Director
26 Jim Strachota, and Economic Support Assistants Brenda Karimi and Kristy Klink.

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28 **HUMAN RESOURCES DIRECTOR'S UPDATE**

29 Commendation Resolutions

30 None.

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32 Employee Relations Activities

33 Mr. German reported the County and the Sheriff's Deputy Union will proceed to arbitration.

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35 **NEXT TENTATIVE MEETING DATE**

36 The Administrative Services Committee will tentatively meet on Tuesday, January 22, 2013, at
37 1:30 p.m., Thursday, January 24, 2013, at 8:30 a.m., and Thursday, January 31, 2013, at 8:30 a.m.

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39 **ADJOURNMENT**

40 Moved by Mr. Miller, seconded by Mr. Heidtke to adjourn the meeting at 1:46 p.m. Motion
41 carried.

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46 Brenda J. Jaszewski, County Clerk