



## MINUTES

### Personnel and Veterans Service

Tuesday, April 10, 2007  
Jury Assembly Room  
Lower Level, Courthouse Annex

MEMBERS PRESENT: Supervisors Ken Casper, Ken Keller, Gaylord King, Elmer Risner, and Connie Seefeldt

MEMBERS EXCUSED:

OTHERS PRESENT: Deputy County Clerk BobbieJean Boivin, Human Resources Director Jennifer Holtger, Corporation Counsel Gale Mattison, County Administrator Steve Corbeille, Finance Director Pat Kass, Sheriff Jim Kanikula, Lieutenant Jerry Sauve, Peshtigo Times, and Eagle Herald

#### 1. Call to order

Chair Seefeldt called the meeting to order at 1:00 p.m.

#### 2. Agenda

Motion (Casper/Risner) to approve the agenda in modified order. Motion carried.

#### 3. Minutes

Motion (King/Risner) to approve correction of March 16, 2007 minutes to read as:

Present at Closed Session: Committee members, Corporation Counsel, Finance Director, County Administrator, Lieutenant Yoder, and Lieutenant Jim Hansen, HR Director. Motion carried.

#### 4. Additional Sheriff Department Entry-Level Deputy Position

Motion (Casper/King) to recommend to the County Board the addition of one Sheriff Department entry-level deputy position due to military deployment of employee, effective upon receipt of written documentation of deployment date. Motion carried.  
Exhibit A

#### 5. Worker's Compensation Program

Discussion only. Exhibit B

**6. Smoke Fee Policy**

Motion (Casper/Keller) to forward without recommendation to the County Board the language as attached amending the Personnel Policies and Procedures Manual to designate all county buildings and all county vehicles as smoke free workplaces. Motion carried. Exhibit C with related correspondence

**7. Additions/Deletions to Personnel Policies and Procedures Manual**

Motion (King/Risner) to recommend to County Board approval of Amendment 2 relating to jury duty. Motion carried. Exhibit D

Motion (Casper/King) to recommend to County Board approval of Amendment 3 relating to interns. Motion carried. Exhibit E

Motion (Risner/Keller) to recommend to County Board approval of Amendment 4 relating to military leave. Motion carried. Exhibit F

**8. Human Resources Director's Report**

Exhibit G

**9. Schedule of Vouchers**

Motion (Keller/Risner) to approve payment of Schedule of Vouchers totaling \$3,884.99. Motion carried.

**10. Adjournment**

Motion (Keller/Casper) to adjourn at 2:15 p.m.

Next meeting date: May 22, 2007 – 1:00 p.m.

BobbieJean Boivin  
Marinette Deputy County Clerk

Date approved/corrected: