



311 N. Main Street
Shawano, WI 54166
www.co.shawano.wi.us

NOTICE OF MEETING COMMITTEE: ADMINISTRATIVE & INSURANCE

DATE: August 17, 2016 **TIME:** 1:00 p.m.

MEMBERS: Jerry Erdmann, William Switalla, Ken Capelle, Kathy Luebke, Gene Hoppe

PLACE: Shawano County Courthouse Lower Level – Meeting Room 7

AGENDA

1. Call meeting to order.
2. Approve minutes of previous meeting(s).
3. Motion to deviate from posted agenda if necessary.
4. Public Comment.
5. Monthly Report Presentation: Brent Miller, Department of Administration.
6. Monthly Reports: Child Support, Corporation Counsel and Technology Services.
7. Discussion and possible approval of Resolution recognizing Deborah Zernicke for 39 years of service to public health in Shawano and Menominee Counties.
8. Discussion and possible approval of P.A.R. Form for the Healthy Smiles Coordinator position within the Public Health Department.
9. Discussion and possible action regarding forwarding reclassification review for the Emergency Management Director to Carlson Dettmann Consulting.
10. Discussion and possible action regarding reclassification review of the Clinical Social Worker positions within the Human Services Department.
11. Discussion and possible approval of P.A.R. Forms for the 2017 Budget for the following positions.
 - a. 2017 Limited Term Employee - Office of the Treasurer
 - b. Account Technician - Highway Department
12. Review and possible action of departmental budgets: Administration, Corporation Counsel, Child Support, County Clerk, and Technology Services.
13. Discussion and possible action regarding annual review of Pay Plan.
14. Discussion and possible action on acquisition of iPads for Shawano County Board Supervisors.
15. Discussion and possible approval of Resolution to approve revisions to the Personal Policy Handbook concerning payouts for Paid Time Off.
16. It is anticipated that a motion will be made and seconded to go into closed session pursuant to Wis. Stats. §§ 19.85(1)(c)&(f) to discuss confidential personnel issues and their impact on scheduling and attendance pertaining to a county employee.
17. It is anticipated that a motion will be made and seconded to come out of closed session, and to take action if necessary on the closed session items, and then continue with agenda.

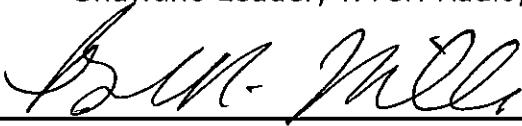
18. Committee Comment.
19. New business that is requested for future Committee consideration.
20. Set next meeting date(s).
21. Adjournment.

ACCOMMODATIONS DUE TO DISABILITY CAN BE MADE BY CALLING 715-524-4611.

NOTICE OF MEETING:

Date: 8/10/16 **Time:** 2:00 p.m.

Place: Courthouse, Shawano City-County Library, Human Services- Fellman Center,
Shawano Leader, WTCH Radio, Shawano County Website



Chief Presiding Officer or his/her designee who posted notice