

**STAFFING REVIEW COMMITTEE MEETING MINUTES
MAY 13, 2010**

STAFFING REVIEW COMMITTEE MEMBERS PRESENT: Rymph, Campbell, Suprenant, Lindsay, Chairman Public Safety, Shay, Chairman Health Committee

STAFFING REVIEW COMMITTEE MEMBERS ABSENT: Henke

SUPERVISORS: Tatko

Debra Prehoda, Clerk

Barbara Winchell, Personnel Director

Roger Wickes, County Attorney

AGENDA AS PRESENTED IN THE COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes –April 12, 2010
- 3) Consider the Following Personnel Requests:
 - A. Buildings & Grounds
 1. Summer Positions – Temporary Laborers (2)
 - B. Sheriff
 1. Assistant Cook - Backfill
 - C. Pleasant Valley
 1. Sr. Account Clerk – Backfill
- 4) Other Business
- 5) Adjournment

Chairman Rymph called the meeting to order at 9:07 A.M.

A motion to approve the minutes of the April 12, 2010 meeting was moved by Mr. Shay, seconded by Mr. Suprenant and adopted.

Barbara Winchell, Personnel Director, distributed the 2010 Master Vacancy list, attached.

The committee considered the following personnel requests:

SHERIFF – Sheriff Leclair addressed the following personnel request:

- Assistant Cook – Backfill due to Resignation – Handout on file. A motion to approve Assistant Cook – Jail was moved by Mr. Lindsay, seconded by Mr. Campbell and adopted at the following roll call vote: AYES (4) Rymph, Campbell, Suprenant, Lindsay, NOES (0), ABSENT (1) Henke, ABSTAIN (0).

PLEASANT VALLEY – Doug Cosey, Administrator, addressed the following personnel request:

- Sr. Account Clerk – Backfill - A motion to approve backfill, Senior Account Clerk, was moved by Mr. Campbell, seconded by Mr. Suprenant and adopted on the following roll call vote: AYES (4) Rymph, Campbell, Suprenant, Shay, NOES (0), ABSENT (1) Henke, ABSTAIN (0).

BUILDINGS & GROUNDS – Harrison Steves, Superintendent, addressed the following personnel request:

- Summer Positions – Temporary Laborers (2) – A motion to approve two (2) temporary summer laborer positions was moved by Mr. Campbell, seconded by Mr. Suprenant and adopted on the following roll call vote: AYES (4) Rymph, Campbell, Suprenant, LaPointe, NOES (0), ABSENT (1) Henke, ABSTAIN (0).

OTHER BUSINESS: None

The meeting adjourned at 9:23 A.M.

2010 MASTER VACANCY LIST

Date	Department	Title	Reason for vacancy	Date of Vacancy	hrs/wk	vacated hrly rate	replace hrly rate	Action
2/11/2010	Sheriff's	St. Acct Clerk	retirement	3/30/2010	35	\$17.82	\$16.45	approved
2/11/2010	PH	Typist	retirement	2/4/2010	35 to 40	\$14.76	\$13.97	approved
2/11/2010	PH	RN-On Call	resignation	1/29/2010	vary	\$23.07	\$22.87	approved
2/11/2010	PH	RN-Per Diem	to cover Disability	ongoing	vary	\$27.02	\$26.27	approved
2/11/2010	PH	RN-Per Diem	to cover Disability	ongoing	vary	\$26.27	\$26.27	approved
		Bookkeeper Gr 13 w/Sr. Acct. Clk Gr10						
3/11/2010	PH	Gr10	retirement	3/31/2010	35	\$20.95	\$15.76	approved
3/11/2010	PH	RN	resignation of LPN*	2/25/2010	37.5	**	\$22.87	approved
3/11/2010	PH	RN	RN to on call back fill	3/3/2010	37.5	\$23.27	\$22.87	approved
		Pers Clk Gr10 w/Sr. Acct. Clk Gr10						
3/11/2010	Personnel/MC	Acct. Clk Gr10	transfer to Sheriff's	4/1/2010	35	\$16.45	\$15.76	approved
3/11/2010	County Atty	Asst. Co. Attorney	resignation	4/9/2010	35	\$29.10	\$28.00	approved
4/12/2010	Probation	P/T Temp Typist	illness	3/15/2010	17.5	\$13.39	\$12.70	approved
4/12/2010	PV	P/T Temp Typist	illness		14	\$12.70	\$12.70	approved
4/12/2010	PV	Part-time Cleaner	retirement		16		\$10.46	approved
4/12/2010	PV	Part-time Cleaner	retirement	2/23/2010	16	\$12.01	\$10.46	approved
4/12/2010	PV	Part-time Cleaner	retirement	4/20/2010	16	\$11.26	\$10.46	approved
4/12/2010	PV	Part-time Dietician	Full-time to Part-time	1/1/2010	20	\$21.80	\$20.41	approved
4/12/2010	PV	Part-time FSH	resignation	2/10/2010	20	\$10.46	\$10.46	approved
5/13/2010	Bldg's&Grounds	Temporary Laborer	summer		40		\$11.11	
5/13/2010	Bldg's&Grounds	Temporary Laborer	summer		40		\$11.11	
5/13/2010	PV	Sr. Acct. Clerk	transfer to PH	4/24/2010	35	\$14.68	\$15.76	
5/13/2010	Jail	Assistant Cook	resignation	5/7/2010	35	\$11.93	\$11.70	
	Planning	Director of Planning	resignation	12/4/2009	35	\$24.68	\$24.63	

*RN resigned 12/2009 would like to fill this position and leave LPH vacant at this time. RN position open for almost 3 months
 ** LPN \$16.68 RN who resigned in December was at \$24.22 would propose filling with RN at base : \$22.87

Action: Approved
 Disapproved
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