

STAFFING REVIEW COMMITTEE MEETING MINUTES  
JANUARY 11, 2012

STAFFING REVIEW COMMITTEE MEMBERS PRESENT: Rymph, Campbell, Hicks, Suprenant, LaPointe – Human Services, Shay - Health

STAFFING REVIEW COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Henke, Idleman, O'Brien, Lindsay, Pitts, Armstrong  
Debra Prehoda, Clerk Roger Wickes, County Attorney

AGENDA AS PRESENTED IN THE COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – December 8, 2011
- 3) Consider the Following Personnel Requests:
  - A. County Clerk
    1. Index Clerk (Gr 9) – Retirement – Backfill w/Account Clerk (Gr 8)
  - B. Public Health
    1. Hospice Nurse (RN) – Resignation - Backfill
- 4) Other Business
- 5) Adjournment

Chairman Rymph called the meeting to order at 9:06 A.M.

A motion to approve the minutes of the December 8, 2011 meeting was moved by Mr. Shay, seconded by Mr. Suprenant and adopted.

The committee considered the following personnel requests:

PUBLIC HEALTH: Patty Hunt, Director, addressed the following personnel request:

RN Hospice – Resignation – Backfill – Handout on file. - A motion to approve backfill, Hospice Nurse (RN), was moved by Mr. Shay, seconded by Mr. Suprenant and adopted on the following roll call vote: AYES (4) Rymph, Hicks, Suprenant, Shay, NOES (0), ABSENT (1) Campbell, ABSTAIN (0).

COUNTY CLERK: Dona Crandall, County Clerk, addressed the following personnel request:

- Index Clerk (Grade 9) – Retirement – Backfill with Account Clerk (Grade 8) – Handout on file. – Dona Crandall, County Clerk, stated she had one retirement several years ago that was not backfilled and now anticipates another retirement by next January, Index Clerk. She is requesting to backfill the Index Clerk position, Grade 9, with an Account Clerk, Grade 8. She is requesting this backfill now to allow time for the person to train as a grade 8 until the employee retires and then she would upgrade to a grade 9 . A motion to approve backfill of Index Clerk with an Account Clerk was moved by Mr. Campbell, seconded by Mr. Hicks and adopted on the following roll call vote: AYES (5) Rymph, Campbell, Hicks, Suprenant, LaPointe, NOES (0), ABSENT (0), ABSTAIN (0).

OTHER BUSINESS: None.

The meeting adjourned at 9:15 A.M.

*Respectfully submitted,*

*Debra Prehoda, Clerk  
Washington County Board of Supervisors*