

GREEN COUNTY COMMITTEE MEETING NOTICE

COMMITTEE: PERSONNEL AND LABOR RELATIONS COMMITTEE

DATE: Wednesday, January 26, 2022

TIME: 7:00 PM

LOCATION: Green County Historic Courthouse
County Board Room

AGENDA

1. Call to order by Chair Carter
2. Approve minutes of the December 14, 2021, meeting
3. Discussion and possible action regarding the job position and pay grade of the Deputy Register of Deeds position
4. Statement of purpose by the Chair for a closed session under Wis. Stat. 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Specifically, compensation of the Deputy Register of Deeds**
5. **Motion to enter into closed session (roll call vote required if not unanimous)**
6. **Motion to enter into open session for discussion and possible action regarding items discussed in closed session and the job position description and pay grade of the Deputy Register of Deeds position**
7. Statement of purpose for closed Session pursuant to Wis. Stats. § 19.85 (1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Specifically, promotion of Foreman I Grade 76, Step 8 to Foreman II Grade 77, Step 5 and promotion of Skilled Laborer Grade 75, Step 5 to Engineer Tech Grade 19, Step 5**
8. **Motion to enter into closed session (roll call vote required unless unanimous)**
9. **Motion to enter into open session for discussion and possible action regarding items discussed in closed session**
10. Discussion and possible action regarding job position descriptions and pay grades of the Transfer Station's (Landfill's) Solid Waste Manager and Fiscal Clerk II positions.
11. Statement of purpose by the Chair for a closed session under Wis. Stat. 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Specifically, compensation of the Transfer Station's (Landfill's) Solid Waste Manager and Fiscal Clerk II**
12. **Motion to enter into closed session (roll call vote required if not unanimous)**
13. **Motion to enter into open session for discussion and possible action regarding items discussed in closed session and the job position descriptions and pay grades of the Transfer Station's (Landfill's) Solid Waste Manager and Fiscal Clerk II positions**
14. Discussion regarding Performance Evaluations for department heads and payment of Survey Monkey
15. Discussion and possible approval of changing job description and title of Property Lister to Property Specialist
16. Discussion and possible action on Employee Handbook changes to clarify language regarding employee job date, compensatory time payout and flex spending
17. Discussion and distribution of current overtime usage
18. Travel requests
19. Exit reviews
20. Approve bills
21. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the Green County Clerk's Office at (608) 328-9430.