

**ENVIRONMENT & LAND USE AND PERSONNEL/BARGAINING COMMITTEES**  
**MEETING MINUTES**  
**August 27, 2008 9:45 AM**  
**COUNTY BOARD ROOM**

Chairman Halderson called the meeting to order at 10:19 AM.

Environment and Land Use Committee members present: Paul Halderson, Richard Kiekhoefer, Gary Monson, Gerry Van Tassel, Michelle Haines, Chuck Zauner. Dave Quarne and Todd McRoberts were absent. Personnel/Bargaining Committee members present: Barb Semb, Dick Miller, John Bortle, Doug Winters.

Staff/Advisors present: Kevin Lien, Virginette Gamroth, Andrea Sveen, Carla Doelle, Kimarie Estenson, Vickie Stalheim, Mark Carlson, Judy Betker.

Others present: Deloras Vind, Wally Geske, Sheree Nelson, Personnel Director Jami Kabus, Union representatives Jayne Delforge and Tammie Coburn.

Halderson stated that the Open Meeting Law had been complied with through notifications and posting.

**Approval of Agenda** – Monson made a motion to approve the agenda as presented, Semb seconded. Motion carried unopposed.

Semb stated that when Personnel/Bargaining met the previous week they discussed filling the Director of Land Management position, but the more discussion that took place, the more questions that arose. Zauner added the Committee tried to discuss what the qualities of a new DLM director should be. Kabus passed out a diagram of what a new DLM staff structure might look like. Miller added the original plan showed a Director and two Supervisors. The E & LU Committee did not fill the two Supervisor positions and in discussing the new Director position, Personnel/Bargaining Committee thought the new director position could be more evenly funded. Halderson stated it might be hard to find someone with a good knowledge of both departments. Kabus reminded the Committee that the original DLM plan was implemented pending union approval of the positions in the plan, which was never done because of questions regarding the Supervisors and union duties; therefore the plan goes back to the Committee. Van Tassel verified that the Committee can change and alter what was done. Semb stated that the reason for meeting jointly today was Personnel/Bargaining wanted some idea of what the Environment and Land Use Committee intentions were. Kabus mentioned that she had contacted Jean Schomish from Eau Claire about the Interim Director position and she has moved out of the area. Gamroth added that the staff met this morning and the consensus was that staff would prefer not to have an interim director; staff preferred hiring a permanent director now. Monson mentioned that budget hearings are in a few weeks someone will need to attend to represent the Dept. of Land Management. Miller stated the entire E & LU Committee can be involved. Halderson mentioned perhaps the Committee and Stalheim, Fiscal Manager should attend. Haines stated that money could be saved by not hiring an interim Director. Discussion followed about job descriptions. Kabus stated that the job descriptions are the responsibility of the Personnel Dept, but a Director would be the key person in writing them, as they know what each person does on a daily basis. Haines questioned how things are going in the office at this time? Staff responded things are moving along. Bortle mentioned that we have lost a lot of experienced staff in the last few months and voiced his opinion that the County probably shouldn't lose any more. Miller stated there was another issue which is the fact that someone in a supervisory position must have the ability to do hiring and firing in a Department. Delforge mentioned that former Director Appleyard wanted to take those duties out of the plan. Delforge added that Delforge, Dan Pfeiffer,

Coburn, George Brandt and David Appleyard met, discussed and had agreed on a job description to take on non-supervisory duties. Semb stated she has signed the time sheets for the Dept. and can continue to do so. Bortle questioned if the DLM plan that was implemented would have ever worked. Delforge responded according to the union, “no”, because of the two Supervisory positions. Miller stated that the desire was to get the plan implemented before Dave Appleyard was gone and the plan was passed before anyone could study it. Miller added that another option would be to maintain two separate departments to answer to the E & LU Committee. Much discussion followed on what positions to fill and in what capacity. Estenson added that four job descriptions are dependent on Kevin’s job description being clarified. Miller added that a lot of issues need to be discussed in closed session. It was decided that upon completion of the Environment and Land Use Committee’s closed session later this morning, they would notify Personnel/Bargaining on what has been decided. At 11:02 AM, Van Tassel made a motion to adjourn, Monson seconded, motion carried unopposed.

Respectfully submitted,  
Virginette Gamroth, Recording Secretary

Michelle Haines, Secretary, E & LU Committee