

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES

October 17, 2012

CALL TO ORDER

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the first floor conference room of the Oneida County Courthouse. It was noted that this meeting had been properly noticed in accordance with the Wisconsin Open Meeting Law and meets the Americans With Disabilities Act.

LRES COMMITTEE MEMBERS PRESENT: Carol Pederson, Billy Fried, Ted Cushing, Sonny Paszak and Scott Holewinski.

LRES COMMITTEE MEMBERS ABSENT: None

ALSO PRESENT: Lisa Charbarneau, Linda Herrmann (Labor Relations/Employee Services); Margie Sorenson (Finance); Brian Desmond (Corporation Counsel); Jeff Hoffman, Kaye Juel, John Sweeney (Sheriff Dept.); Mary Bartelt (County Clerk); Dianne Jacobson (Dept. on Aging)

APPROVE AGENDA

Motion by Paszak, second by Pederson to approve the agenda for the present meeting. All ayes; motion carried.

BILLS & VOUCHERS

Motion by Holewinski, second by Paszak to approve the bills and vouchers as presented. All ayes; motion carried.

COUNTY CLERK DEPUTY/ELECTION SPECIALIST PERCENTAGE OF TIME 2013

Mary Bartelt reminded the Committee that they had increased her Deputy I/Election Specialist from 50% to 80% in 2012 and she was requesting to leave the position at 80% for 2013. She explained that GAB (Government Accountability Board) keeps changing and adding things that they have to do and they need that position at 80%.

Motion by Paszak, second by Fried to approve extending the 80% position for 2013 and to bring back in a year to re-evaluate. All ayes; motion carried

HEALTH REIMBURSEMENT/SECTION 125 ADMINISTRATOR FOR 2013

Lisa Charbarneau reported to the Committee that she had requested proposals for administering the HRA and Flexible Spending accounts. She explained that with our current provider, SSA there were a lot of issues with reports and adjustments not being done timely.

Margie Sorenson said it was taking them 3 days to do something that should take 4 hours because totals were wrong.

Charbarneau requested that the Committee approve the change to EBC contingent on reference regarding debit card.

October 17, 2012

Page 2

Motion by Holewinski, second by Paszak to go with EBC to administer the HRA & Flexible Spending accounts. All ayes; motion carried.

EMPLOYEE HANDBOOK: COMPENSATORY TIME

Lisa Charbarneau explained to the committee that the Employee Handbook states that a comp time year shall be November 1st through October 31st and unused comp time will be paid out. She pointed out that the problem was with new hires that were earning comp time to use for the November and December holidays (closure days) would be paid out after October 31st. She would like to change the handbook to read: "There will be no payout of comp time during the first year of employment." She explained that it was something we could do to help employees.

Dianne Jacobson also commented on how it would affect her new staff who was trying to earn comp time for the upcoming holidays.

Motion by Holewinski, second by Pederson to amend the Employee Handbook and add item #6 under Compensatory Time. All ayes; motion carried.

GREEN UNDERLINED NON-REP POSITIONS TO 2080 HOURS PER YEAR

Margie Sorenson reminded the Committee that the original request from the Sheriff's Department was for 4 protective employees to go back to 2080 hours from 1950 hours. The Committee then decided that we should look at all green lined positions.

Sheriff Hoffman reminded the Committee that they are unique as they are the only department that works 24/7. He stated that when the 1950 hours were implemented they said try it and see how it works. After 3 months it was not working very well.

John Sweeney said they were worried about the salary compression and they want to make it competitive. He asked that they use the same logic as with the Medical Examiner.

Motion by Holewinski, second by Paszak to remove the green line on the non-rep wage schedule effective the first pay period in January 2013.

EMPLOYEE HANDBOOK: OVERTIME FOR CORRECTIONS DIVISION

Kaye Juel came before the Committee to ask that the hours of work and overtime be changed for the Correction Officers to read that anytime they work beyond a minimum of 80 scheduled hours in a 2-week pay period, they shall be entitled to time and ½ for the number of hours beyond 80 in that 2 week period. Also paid leave, with the exception of sick time and compensatory time off, will be counted as hours worked towards the computation of overtime.

Juel stated she had a new schedule worked out and there would be less overtime. Sheriff Hoffman said they intend to plug in LTE's for vacation and LTE's are paid at a lower rate.

Motion by Holewinski to approve request as presented, no second; motion not carried.

There was discussion of other departments asking for it and the consensus was each department is different and should be looked at individually.

October 17, 2012

Page 3

Motion by Pederson, second by Paszak to implement overtime request for Correction Officers only for 2013 contingent on review after 4 months. Fried opposed; Holewinski abstained; Paszak, Pederson and Cushing all ayes; motion carried.

EXECUTIVE SESSION

Motion by Paszak, second by Pederson to adjourn into closed session pursuant to section 19.85(1) (c), (e), (f), & (g), Wis Stats., to: (1) consider the employment and performance evaluation of an Oneida County employee; and, (2) for purposes of deliberating the County's position in a matter relating to collective bargaining under subch. I, IV, or V of ch 111, stats. when bargaining reasons require a closed session; and, (3) for purposes of considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data; and, (4) for purposes of conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. (Topics: Negotiations, Leave of Absence & Personnel Matters) Roll call vote taken with all voting in the affirmative. Motion carried.

Discussion held in closed session.

Motion by Fried, second by Paszak to return to open session. Roll call vote taken with all voting in the affirmative; motion carried.

The following motion was made during the above closed session and announced in open session:

Motion by Paszak, second by Fried to approve extending the Leave of Absence request until November 12th. Roll call vote with all voting in the affirmative; motion carried.

WAGE STUDY

Charbarneau told the Committee the two providers for the wage study were Wipfli Ulrich and Carlson-Dettman. The quote from Wipfli Ulrich for 119 classifications was \$45,000 to \$47,000. The quote from Carlson-Dettman was \$37,500 and if we assisted in the study by providing job descriptions there would be a discount of \$5,000.

Motion by Holewinski, second by Cushing to move forward with the wage study with Carlson-Dettman and forward on to County Board for approval. Fried opposed; Holewinski, Paszak, Pederson & Cushing voting aye; motion carried.

Chairman Cushing excused at 11:10 a.m.

WELLNESS/HEALTH UPDATES

None

OUT-OF-COUNTY TRAVEL

None

October 17, 2012

Page 4

/FUTURE MEETING DATES

October 31 9:00 a.m.

November 14 9:00 a.m.

November 28 9:00 a.m.

FUTURE AGENDA TOPICS

HRA Funding of E+1

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Pederson, second by Fried to adjourn. Motion carried; all ayes.

Meeting adjourned at 11:40 a.m.

Ted Cushing, Chairman

Linda Herrmann, Committee Secretary