

**JOINT LABOR RELATIONS & EMPLOYEE SERVICES &  
ADMINISTRATION COMMITTEE MINUTES  
1<sup>st</sup> Floor Conference Room, Oneida County Courthouse  
September 2, 2015**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Dave Hintz, Sonny Paszak, Billy Fried

**LRES COMMITTEE MEMBERS ABSENT:** Carol Pederson (excused)

**ADMINISTRATION COMMITTEE MEMBERS PRESENT:** Dave Hintz/Chairman, Ted Cushing, Robb Jensen, Bob Mott, Sonny Paszak

**ALSO PRESENT:** Lisa Charbarneau (Labor Relations/Employee Services); Margie Sorenson (Finance); Lynne Grube (Information Technology Services (ITS)); Bill Freudenberg (County Board); Jenni Lueneburg (secretary)

**CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS**

Chairman Cushing called the LRES Committee to order. Chairman Hintz called the Administration Committee to order. Both committees called to order at 9:00 a.m. in the 1<sup>st</sup> Floor Conference Room of the Oneida County Courthouse. It was noted that the meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and is in compliance with the Americans With Disabilities Act.

Brief discussion led by Cushing on future meeting dates of the LRES Committee. The LRES Committee agreed to move the September 23<sup>rd</sup> meeting to September 30<sup>th</sup> at 9:00 a.m.

**APPROVE AGENDA**

Motion by Paszak to approve today's agenda (for the LRES Committee). Second by Fried. All members present voting 'Aye'. Motion carried.

Motion by Mott to approve today's agenda (for the Administration Committee). Second by Jensen. All members present voting 'Aye'. Motion carried.

**ITS DEPARTMENT STRUCTURE**

Hintz discussed ITS Director Lynn Grube's upcoming retirement in January 2016. Hintz discussed it being a good time to assess if any reorganization should be done with the ITS Department prior to hiring a new ITS Director and suggested three options. The first option is to leave the department in its current organizational structure. The second option was to split the seven employees of the ITS Department, locating three employees at the Sheriff's Office and locating four employees at the Courthouse. The third option was to add another employee to the ITS Department that would be dedicated to just the Sheriff's Office, thus leaving the rest of the ITS Department centralized at the Courthouse. Grube notes that splitting her staff up would require the purchase of additional equipment. Hintz states after discussions with Sheriff Hartman, it was agreed not to split up the ITS Department personnel. Paszak asked Grube which option she would recommend; Grube would recommend the third option. Hintz discussed the high need for computer technology for the operations of Oneida County and the need for expertise; therefore due to the hurdles of splitting the

department, it was agreed to keep things as is for now. Hintz and Grube led a discussion on the pros and cons of restructuring the ITS Department and the core positions and duties within the ITS Department. Grube discussed information gathered on how other counties organize their ITS Departments. Hintz states he discussed the options with County Board Supervisor Alan Van Raalte who states he would support the third option; Hintz discussed his concerns with where the money would come if an additional person were hired. Discussion held on possible candidates for the ITS Director position and what areas the new ITS director would need to look at once hired. Grube provided the committees with a summary of her accomplishments with the department throughout her twenty-six year tenure with the department; Grube feels her expertise has built a strong department and the next ITS Director's expertise will help the department to continue to grow. Freudenberg provided comments to the committee on the rapid growth of technology and the need to stay current. Before Grube retires, Mott requests that she compile a list of recommendations for improvements to the ITS Department which could be used in the recruitment of the new ITS Director. Mott complimented Grube on her expertise and service to the county over the years, noting her excellent ability to educate people without making them feel incompetent.

### **VACANCY REVIEW APPEAL: ITS DIRECTOR**

Brief discussion held.

Motion by Jensen (for the Administration Committee) to approve the vacancy review appeal for the ITS Director and forward it to the LRES Committee. Second by Mott. All members present voting 'Aye'. Motion carried.

Motion by Paszak (for the LRES Committee) to approve the vacancy review appeal for the ITS Director. Second by Fried. All members present voting 'Aye'. Motion carried.

### **2016 BUDGET UPDATE, WAGE INCREASES AND HEALTH INSURANCE PLAN**

Sorenson requests that the committees discuss 2016 budget needs for wages and fringe and noted the issues she is encountering. Sorenson discussed cost of living increases, step increases and health insurance costs. Charbarneau discussed the retirement health plans and premiums. Fried feels that many changes have been made to the health insurance in order to avoid increased costs to the county but feels more research needs to be done in order see if additional cost savings are available with other health insurance vendors. Charbarneau states she hasn't been notified of what the 2016 health insurance premiums will be and discussed options to help keep costs down. Charbarneau reports that the CPIU (consumer price index – urban) is .73 and provided information to the committees on what the CPIU means in respect to Oneida County wages. Hintz and Mott discussed the levy limits for 2016 and options that could be taken in order to balance the 2016 budget. Cushing suggests, for purpose of a starting point in the budget, to list wage increases at the CPIU rate of .73%; Hintz concurs. Fried feels the committees will need to look at what is mandated versus extra in determining priorities for budget cuts. Fried also discussed the issues with the storm water runoff fee charged by the City of Rhineland and also feels the county should be going out for bids on health insurance. Mott agrees with pursuing other health insurance bids, and also suggested looking at a .73% lump sum for employees not getting step increases and reviewing positions that may be under set on the current wage schedules.

Discussion held by committees on scheduling a future joint meeting; agreed on September 9, 2015 at 9:00 a.m. At this meeting topics of discussion will include staffing requests, health insurance and wages for the 2016 budget.

Further discussion held on going out for bids on health insurance. Charbarneau cautions that it can take 60-75 days to get a complete bid and once bids are received, the committee would need to carefully compare the plans to be sure the plans are comparable in coverage, rather than just focusing on price. Hintz suggests talking to the current health insurance carrier about adding additional criteria to the plan regarding smoking or body mass index in order to maintain premiums for employees choosing to live healthier lifestyles.

Cushing briefly discussed the efficiency report and recommends updating the report. Grube and Sorenson state updating the report will be time consuming and it may not be appropriate during budget season to start the update. Jensen agrees that updating the efficiency report for next budget season would be beneficial since the information is used when determining capital improvement projects.

Discussion held on scheduling a general County Board meeting to provide information prior to budget hearings. It was determined that this has been done in previous budget seasons and the meetings didn't prove to be very useful in simplifying the budget hearings.

Hintz feels if committee members have ideas on ways to balance the budget, they should bring these ideas forward in future meetings. Grube suggests using the Survey Monkey website in order to gather these ideas; discussion held and committees agreed this was a good idea. Mott suggests also sending the survey to employees as well to get their ideas on ways for the county to save money.

**PUBLIC COMMENT**

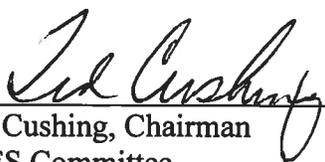
None

**ADJOURNMENT**

Motion by Paszak to adjourn the LRES Committee. Second by Cushing. All members present voting 'Aye'. Motion carried.

Motion by Mott to adjourn the Administration Committee. Second by Jensen. All members present voting 'Aye'. Motion carried.

Both committees adjourned at 10:43 a.m.

  
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Ted Cushing, Chairman  
LRES Committee

  
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Dave Hintz, Chairman  
Administration Committee

  
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Jennifer Lueneburg, secretary

9-9-15  
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Approval date