

**JOINT LABOR RELATIONS & EMPLOYEE SERVICES &
ADMINISTRATION COMMITTEE MINUTES
1st Floor Conference Room, Oneida County Courthouse
September 9, 2015**

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

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); Grady Hartman, Dan Hess, Mark Neuman (Sheriff's Office); Linda Conlon (Public Health); Luann Brunette (Buildings & Grounds); Larry Mathein (Medical Examiner); Bill Freudenberg (County Board); Kim Hurtz (Aegis Corporation); Jenni Lueneburg (secretary)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS AND APPROVE AGENDA

Chairman Cushing called the LRES Committee to order at 9:00 a.m.

Chairman Hintz called the Administration Committee to order at 9:00 a.m.

Both committees called to order in the 1st Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and is in compliance with the Americans with Disabilities Act.

APPROVE AGENDA

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

Motion by Mott to approve the agenda (for the Administration Committee) for the September 9th meeting. Second by Jensen. All members present voting 'Aye'. Motion carried.

Cushing introduced Kim Hurtz of Aegis Corporation to both committees.

APPROVE MINUTES

Motion by Fried to approve the minutes of the August 12, 2015 and September 2, 2015 meetings. Second by Cushing. All members present voting 'Aye'. Motion carried.

2016 Budget Overview

• **2016 Health Insurance Plan**

Hurtz presented the experience overview for the county health insurance plan through June 2015 and discussed the Underwriting Loss Ratio of 123% for 2014 and 103% for 2015 through June 30th. Hurtz notes that Oneida County currently has five extremely costly cases which brings up the costs considerably. Hurtz provided the committees with several options to avoid large raises in health insurance premiums for 2016, including using the onsite clinic at the Rhinelander School District, narrowing the network available or make additional changes to benefits offered on the plan. Hurtz discussed her concerns with the county going out for bids, noting that other

companies may not match the retirement health plans and some companies are not available to give bids at this time. Discussion held on health care costs, the effects of costs on different provider contracts and the fact that Oneida County is not a good prospect for insurance companies at this time. Charbarneau discussed the options of using BMI (Body Mass Index) and smoking as ways to differentiate premium costs for employees in order to reward healthier life styles; Hurtz feels implementing this type of plan could upset county employees and feels requiring physical exams could be a better option. Hurtz and Charbarneau discussed the possible use of an onsite clinic or using the school district's onsite clinic to help lower costs. Further discussion held on narrowing networks; Hurtz states she can get some general numbers on how many employees are using their benefits at each clinic in the area. Sorenson inquired what the estimated cost savings of narrowing the networks on the plan; Hurtz estimates an 8% cost savings with narrowing networks. Further discussion held on the narrowing of networks, and emergency room and hospital coverage. Cushing asked Hurtz what they estimate the premium increase will be if there are no changes to the plan; Hurtz estimates a 12% increase. Cushing asked Hurtz if there would be a way to modify the plan in order to get the increase down to 5%; Hurtz stated it all depends on the plan design. Discussion held on deferring some of the premium increases to employees; currently employees pay 10% of the premium. Pederson inquired about retirement health coverage; discussion held. Charbarneau suggests reviewing the list of retirees on the health plan and doing payouts in lieu of insurance coverage in order to save money. Discussion held on increasing deductibles versus larger premiums. Charbarneau notes that the Rhinelander School District is open to the idea of the county using their onsite clinic.

Fried led a discussion on the possible options listed above. Jensen supports a plan design that allows healthier employees to pay less than unhealthy employees; discussion held on risk assessments. Hurtz cautioned the committee that certain plan designs could cause discrimination accusations and notes the difficulties of implementing the design on employee's spouses.

Discussion held on the possibility of using an HSA option. Cushing reiterated that he would like the increase in premiums to be reduced to 5%. Fried suggests joining the school district; discussion held on this not being the best option at this time. Fried feels changing the plan design too much will be too confusing and feels that changing the deductible would be more appropriate; Hintz agreed. Hintz feels employees should help pick up the increased premium costs and notes that narrowing networks is a bad idea, given the limited providers available in the area. Mott inquired about the cost savings if an onsite clinic; Hurtz is unsure at this time since it is not clear how many employees would use the clinic. Mott notes that he agrees with the increased deductibles, since it provides a "user fee" to people using the plan.

Hurtz feels that she could come up with a modified plan design that would fall between 4% to 6% increase in premiums and also discussed the use of telephonic doctors as a way to save money and add convenience. Sorenson notes that a 5% increase in health insurance premiums would add \$150,000 to the budget for current employees and \$50,000 for retirees on the plan. Hurtz states she will put together the options discussed and get pricing to the committee by the end of September. Mott directed Charbarneau to prepare a document to present to the committees on the changes to the health insurance plan over the last two years in order to be able to compare when looking at options for the future plan. Brief discussion held by Charbarneau on the benefits of staying with GHT, including the specialized customer service we receive and the low administration costs charged by GHT in comparison to other insurance providers.

- **2016 Wages**

Sorenson discussed the costs of 2016 employee step increases and the previously proposed .73% increase based on the CPI (Consumer Price Index). Discussion held on performance evaluations and step increases. Sorenson reviewed the effects of the wage increases to the budget. Cushing feels that health insurance costs are tied to the wages so before the committee makes any decisions on wages, they should determine the increases to health insurance first. Sorenson requests a tentative number to use to estimate increases at this time for budgeting purposes; discussion held and the committee agrees to use .73%. Charbarneau reminds both committees that each time the wage schedule isn't adjusted to follow the CPI, it throws the schedule off of the market determined wages. Sorenson estimates that a .73% wage increase and step increases for 2016 will increase the 2016 budget by about \$200,000. Charbarneau notes that there will be an increase to the county's workman's compensation premium for 2016. Further discussion held on different options and a possible 1% lump sum payment to red circled employees, adding an additional \$11,000 to the 2016 budget.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Jensen to adjourn the Administration Committee. Second by Mott. All members present voting 'Aye'. Motion carried. The Administration Committee adjourned at 10:23 a.m.

The LRES Committee took a brief break.

The LRES Committee started back at 10:31a.m.

Fried discusses holding off on staffing requests until the budget issues are discussed further and possible solutions are found. Discussion held on the previous wage study completed, suggesting that changes should be made to the benefit package and retiree coverage since they are better than most counties' plans.

RECLASSIFICATION OF REGISTERED DIETITIAN AND PUBLIC HEALTH NURSE

Conlon states that her Registered Dietitian position was posted in July. Since then, only three applications have been received in which two of them declined an offer to interview, stating they had received a better job offer. Conlon currently has an LTE (Limited Term Employee) in the Dietitian position but this LTE will be done in November. Conlon notes that quite a bit of money has been spent on advertising the position and the position still remains vacant. Conlon feels in addition to the uncompetitive wages, the part time status may be hindering applicants but due to this being a grant funded position, she cannot afford to change the position to full time. Charbarneau reminded the committee that this request is looking to change wages for both the Registered Dietitian and the Registered Nurse positions and there is a fiscal impact. Charbarneau agrees that these positions are difficult to recruit. Sorenson feels by raising the grade level of these positions, it throws the schedule out of line of market standards and some of the increases would come from tax levy dollars. Conlon noted that the grant funds have decreased over the years for this position. Conlon requests that both positions be moved from Grade Level J to K. Conlon discussed appealing the wage previously during the Carlsen-Dettman study. Sorenson feels the fiscal impact should be reviewed and notes that it was previously recommended that current employees be slid

over to the same wage on the higher Grade Level in order to avoid further fiscal impact at this time. Hintz inquired on the duties of the Registered Dietitian; Conlon provided information to committee. Paszak asked Conlon what her recommendation would be; Conlon requests that both positions be moved up one grade level. Further discussion held. Pederson feels there is not much of a choice on this matter but this is difficult given a tight budget season in progress. Motion by Pederson to increase the starting wage as requested for both positions. Second by Paszak. Fried asked for clarification of motion; Charbarneau provided clarification. Fried discussed his disagreement with the motion and feels that throwing money at the problem will not solve it. Fried feels if the grade level is increased, then there should be decrease in the benefit package to compensate. Cushing states that he remembers the committee asking Conlon to hold off on increases to these positions during the wage study and Conlon has done so. Cushing also complimented Conlon on her excellent work with the county. Conlon verified that her committee of jurisdiction has unanimously approved this proposal. Vote taken by committee with Cushing, Paszak, Pederson and Hintz voting yes and Fried voting no. Motion carried. The resolution will now be moved to the County Board for review.

2016 STAFFING REQUESTS

- Buildings & Grounds

Brunette states she is bringing forward a request to reclassify her Technician positions at the Courthouse and the LEC (Law Enforcement Center). Brunette states that proper supervision is in place for LEC Technicians. Brunette states that due to the special skills and talents that these Technicians have above and beyond what is required of the position, they have saved the county approximately \$63,000 due to not needing to outsource certain projects. Brunette also states due to adjustments made by the Technicians with their plumbing skills, an additional \$11,000 will be saved in water use at the LEC. Neuman agrees with Brunette's statements, noting several instances where the Technician's skills have been utilized to save costly outsourcing. Brunette and Charbarneau noted that years ago, the Technician's primary duties were to clean but due to building operations being much more complicated now, increased skills are needed of these positions. Charbarneau notes that the county is very lucky to recruit people with these skills, given the wage for the position but with the market improving, there are concerns with retaining these employees. Fried notes that these increases are easy to justify by just looking at the costs savings. Brunette is not asking for as big of an increase for Courthouse Technicians due to the systems at the Courthouse are not as complicated and lifesaving as the systems at the LEC. However, Courthouse Technicians have saved the county approximately \$24,000 on projects over the last year. Brunette proposes Courthouse Technicians being increased to Grade Level H and LEC Technicians would increase to Grade Level I with both increases going into effect January 1, 2016 in order to follow the budget process. Fried feels it may be more appropriate to move these Technicians to higher steps rather than grade levels; Charbarneau feels this will not bring these positions to the wages they are worth. Charbarneau suggests moving this topic to the next meeting in order to get a fiscal impact prepared. Motion by Cushing to bring this topic to the September 30th meeting with a fiscal impact. Second by Paszak. All members present voting 'Aye'. Motion carried.

Charbarneau provided a printout to the Committee on 2016 LTE requests, noting if a request was recurring or new and if the request is grant funded. Charbarneau reviewed the requests for several positions.

- **Veterans Service**

Charbarneau discussed the Veterans Service LTE position, noting the committees view in the past that an LTE wasn't needed for the brief time that Veterans Service staff were at conference. Pederson notes that the LTE has been present in the past to do scheduling for the medical van. Pederson feels she could vote either way on this request. Charbarneau notes that the cost of the LTE for two weeks out of the year is minimal, however scheduling of the medical van has been done in the past by the Veteran Service Officer while away from the office. Sorenson notes that per diem costs are down due to the combining of the Veterans Service and Social Service Committees. Motion by Cushing to approve the LTE request as submitted for Veteran Service. Second by Paszak. All members present voting 'Aye'. Motion carried.

Further discussion on other LTE annual requests, the Fair Coordinator (which is now a contractual position) and the costs of the Oneida County Fair as a whole. Fried feels that the fees from the Oneida County Fair should subsidize its costs so no tax levy money is being used. Cushing recommends that decisions on the fair should be addressed at the budget hearings. Motion by Paszak to approve the LTE requests as presented. Second by Hintz. All members present voting 'Aye'. Motion carried.

EMPLOYEE HANDBOOK

Brief discussion held by the committee regarding the changes to the employee handbook under the topics of Compensation Time, Clothing Allowance, Premium Pay and Pager Pay. The changes are minor and committee members were provided the changes prior to the meeting for review. Motion by Cushing to approve the employee handbook changes as presented. Second by Hintz. All members present voting 'Aye'. Motion carried.

2016 LRES DEPARTMENT BUDGET

Brief discussion led by Charbarneau on the LRES budget. Charbarneau notes, for the 2016 budget there is a savings in personnel costs over 2015 but the legal services line went way over budget in 2015. Charbarneau states the costs of grievances are currently being billed to LRES and suggests these costs be billed back to the department whose employee incurred the costs. Discussion held and committee agrees the legal services should remain billed to LRES. Motion by Cushing to approve the LRES budget and forward on to Sorenson/Finance to be put into the 2016 budget. Second by Pederson. All members present voting 'Aye'. Motion carried.

CLOSED SESSION

Motion by Hintz, second by Paszak to adjourn into closed session pursuant to section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Topic: Medical Examiner wages and Closed Session minutes

Roll call vote taken; all voting in the affirmative. Committee went into closed session at 11:45 a.m.

Staff present in closed session: Sorenson, Mathein, Charbarneau, Lueneburg

RETURN TO OPEN SESSION

Motion by Pederson to return to open session. Second by Paszak. Roll call vote taken with all voting in the affirmative. Motion carried. Committee returned to open session at 12:33 p.m.

Cushing reports that two motions were made and approved in closed session:

- Motion was made to move the Medical Examiner's salary from Step 2 to Step 3 now and then to Step 4 during a performance evaluation of the employee in January 2016.
- Closed session minutes of August 12, 2015 were approved.

WELLNESS/HEALTH UPDATES

None

OUT-OF-COUNTY TRAVEL

Charbarneau requests to attend the 2015 Fall WACPD Conference in Superior, Wisconsin. Discussion held. Motion by Cushing to approve Charbarneau attending the Fall WACPD Conference. Second by Fried. All members present voting 'Aye'. Motion carried.

FUTURE MEETING DATES

- September 30, 2015 at 9:00 a.m.
- October 14, 2015 at 9:00 a.m.
- October 28, 2015 at 9:00 a.m.

FUTURE AGENDA TOPICS

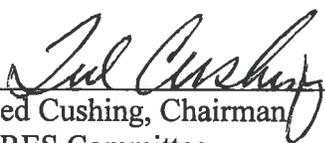
2016 Health Insurance Plan

PUBLIC COMMENTS

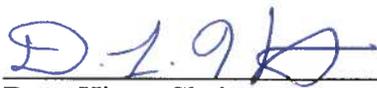
None

ADJOURNMENT

Motion by Paszak to adjourn. Second by Hintz. All members present voting 'Aye'. Motion carried. Meeting adjourned at 12:36 p.m.



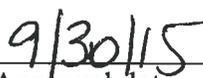
Ted Cushing, Chairman
LRES Committee



Dave Hintz, Chairman
Administration Committee



Jennifer Lueneburg, secretary



Approval date

