

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
1st Floor Conference Room, Oneida County Courthouse
June 22, 2016

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

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Margie Sorenson (Finance); Kyle Franson (Register of Deeds); Daleth Mountjoy (Lakeland Times); Kyle Christianson, Mike Blaszk, Ann Marie Austin (Wisconsin Counties Association)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:00 a.m. 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 meets the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Hintz to approve the amended agenda. Second by Paszak. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the minutes of June 9th. Second by Hintz. All members present voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Charbarneau provided a summary of the vouchers presented to the committee. Motion by Fried to approve the vouchers and bills as presented. Second by Paszak. All members present voting 'Aye'. Motion carried.

FINANCE DIRECTOR VACANCY REVIEW APPEAL

Sorenson has given her formal notice of retirement for December 31, 2016. This upcoming vacancy has already been reviewed by the Administration Committee, who waived the six month waiting period to fill the position. Motion by Cushing to approve the vacancy review appeal for the Finance Director. Second by Pederson. Hintz states the interview panel currently consists of Charbarneau, Sorenson and himself and is hoping that two more committee members would be interested in being a part of these interviews; Cushing and Pederson agreed to be a part of the panel. Discussion held on the organization of the Finance Department and funding needed for training the new employee. All members present voting 'Aye' on the motion made. Motion carried.

PAID TIME OFF - ACCRUALS

Charbarneau states the Committee was previously considering the idea of removing closure days from employee's current PTO banks in order to ensure that enough PTO was available for all the closure days of the year. Charbarneau says this option can be done in the current payroll system for implementation beginning January 1, 2017.

Charbarneau continues to inform the Committee that if the county changes its method of how employees accrue and receive PTO, it would jeopardize the county's ability to perform PTO payouts per her previous consultation from tax attorneys. The Committee discussed the current PTO policy and the pros and cons of the proposed changes. Sorenson discussed the reasons and implementation of this proposed change and disagrees with information gathered from the tax attorney. Charbarneau was directed by the Committee to research the matter further and the topic will be discussed at a future meeting.

EMPLOYEE HANDBOOK UPDATES

- PTO Payout: Charbarneau discussed the proposed updates to the Handbook, based on PTO Payout policy changes made last year.
- Hours of Work and Overtime: Charbarneau states the proposed changes clarify Handbook language regarding previous issues on pay for exempt hourly employees.
- Leave of Absence and PTO: Charbarneau discussed the Handbook changes to this section regarding Leave of Absence and closure days.

Motion by Cushing to approve the Employee Handbook Updates as presented, previously approved, and incorporated into the Employee Handbook. Second by Hintz. All members present voting 'Aye'. Motion carried

ICE CREAM SOCIAL

Charbarneau states it is time for the Annual Employee Appreciation Ice Cream Social. The Committee discussed the cost estimate sheet provided by Charbarneau and possible dates for the event. The Committee agreed on holding the event on August 16th after the County Board meeting.

BOSTON MUTUAL INSURANCE

The Committee listened to a presentation given by WCA (Wisconsin Counties Association) representatives regarding a whole life insurance program. Blaszk explained that the WCA helps offer this program through Boston Mutual as a way to generate revenue to operate the WCA plus it also brings value to people looking to join or stay with the WCA. Further discussion was held on the details of the program offered. Boston Mutual will take care of setting up and doing presentations and the open/annual enrollment process. The only administrative costs to Oneida County would be taking care of the payroll deductions for the premiums. Cushing feels this would be a great program to offer to employees. Discussion held on an annual enrollment date that would work best for the county. Discussion held on the additional catastrophic loss rider option included with the plan. The Committee discussed and agreed that Oneida County should pursue this option for employees and agreed on an August 2016 for open enrollment. Motion by Cushing to offer the Boston Mutual Life Insurance program as presented with an implementation date of August 1st or as soon as possible there after. Second by Paszak. Fried states he wants to make sure all vendors were given a fair chance to offer an equal service. Cushing directed Charbarneau to discuss this program with department heads. Further discussion led by Christianson on the enrollment process and the importance of employees attending the informational meetings regardless if they are initially interested. Committee voted on motion with all members present voting 'Aye'. Motion carried. Fried inquired about the county offering this as a benefit and paying for the minimum premium; Christianson states that the county is not allowed to contribute to the premiums for this benefit since this is a voluntary benefit.

2017 HEALTH INSURANCE

Charbarneau reports that the issues and questions on the health insurance plan have now been resolved with UMR. After the last meeting, Charbarneau and Cushing discussed the issues and Cushing directed Charbarneau to send a letter to GHT regarding the issues and unanswered questions with the health plan. Charbarneau states the letter was sent, and noted that she addressed both the good and bad in regards to the health plan's customer service in the past year.

2017 HEALTH INSURANCE (continued)

Charbarneau also says the committee has talked of going out for bids for health insurance for 2017 and if this is something they still want to do, the process will need to be started as soon as possible. The Committee conferred with Christianson and Blaszk/WCA regarding if the WCA has a preferred health insurance provider. Blaszk states the WCA doesn't work with any other companies besides GHT (Group Health Trust) and notes that the counties involved with GHT are stock holders of that group. Christianson notes that GHT allows each participating group/county to design their own plan and GHT will then give a price based on the plan designed, whereas other health insurance companies will require you to take their predesigned plan. Further discussion led by Charbarneau on other plans and the benefits of using GHT. Blaszk also noted that given our rural location, there aren't as many companies that may be willing to offer insurance to our employees. Fried asked if GHT has provided any tentative 2017 premium information yet; Charbarneau states it is too early but most likely there will be an increase due to several large claims currently in the works. Fried would like to look at starting the bidding process so the Committee can be armed with information by the time the GHT/UMR premiums come out in the fall. Cushing states that Charbarneau, Fried and himself will start researching the necessary actions on the bidding process.

CLOSED SESSION

Motion by Hintz, second by Pederson 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: Register of Deeds Deputy I compensation). Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 10:38 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Franson

RETURN TO OPEN SESSION

Motion by Paszak to return to open session. Second by Hintz. Roll call vote taken with all voting in the affirmative. Motion carried. Return to open session at 10:52 a.m.

Cushing reports that in closed session, the Committee unanimously approved the Register of Deeds Deputy I pay increase from Level F, Step 1 to Level F, Step 3 and approved the minutes of the June 9th closed session.

CARLSON DETTMANN STUDY

Charbarneau reports that Carlson Dettmann came back with a new price of \$12,000, reduced from the previous quote of \$15,000. Charbarneau and Cushing had discussed the possibility of saving the money and instead pulling data from other counties that just had wage studies done and using that data to check our own wage schedules. Charbarneau says she has concerns on the use of such data since we would be uncertain of the circumstances and sources that such data was derived from. Charbarneau feels if we start selectively picking data from other pay plans, the Committee may not be making solid decisions plus private sector data would not be available. Charbarneau notes that Washburn, Price and Ashland Counties have recently completed studies. Cushing states that the Committee agreed after the previous study to continue to review the pay scale, and Cushing feels Charbarneau is competent to deal with this review without the use of Carlson Dettmann. Further discussion led by Fried on merit pay and the pros versus cons of such a plan. The Committee discussed the issue further and agrees Charbarneau should conduct the wage plan review.

LRES Committee meeting
June 22, 2016

WELLNESS/HEALTH UPDATES

None

OUT-OF-COUNTY TRAVEL

None

FUTURE MEETING DATES

Wednesday, July 13, 2016 at 9:00 a.m.
Thursday, July 28, 2016 at 10:00 a.m.

FUTURE AGENDA TOPICS

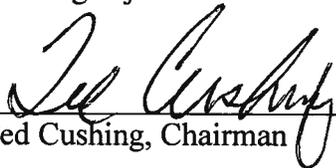
2017 Health Insurance

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Cushing to adjourn. Second by Hintz. All members present voting 'Aye'. Motion carried.
Meeting adjourned at 11:05 a.m.



Ted Cushing, Chairman

7/13/16

Date



Jennifer Lueneburg, Committee Secretary

7/13/16

Date