

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
1st Floor Committee, Oneida County Courthouse
July 24, 2019

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

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Darcy Smith (Finance); Steven Schreier, Bob Mott (County Board); Dianne Jacobson (ADRC)

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. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVAL OF AGENDA

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

APPROVE MINUTES

Motion by Fried to approve the minutes from July 10th. Second by Cushing. All Committee members voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Charbarneau discussed vouchers and bills presented in the amount of \$1,924.38. Motion by Paszak to approve vouchers and bills. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

2020 STAFFING REQUEST – UW EXTENSION

- **ADMINISTRATIVE SUPPORT TO FULL TIME:** Charbarneau reports that UW-Extension is requesting one of their Administrative Support positions move from 80% to full-time, and no changes to the 53% LTE Administrative Support position. Charbarneau notes this topic was discussed previously and the Committee agreed to table the matter while further information was gathered on the request. Charbarneau says she conducted a work-study of the two Administrative Support positions and based on her findings, she has written a memo to the COJ (Committee of Jurisdiction) stating she could not support the request. The COJ has since asked for further work-study time in order to get a more accurate representation of the position duties since the initial work-study was conducted during the slower portion of the year. Mott feels that a full six-month study could give a better representation of the position duties. Further discussion led by Mott on the restructuring of UW-Extension at the state-level and its effects on Oneida County's UW-Extension office. Fried discussed the need for further research before anything is approved and the focus on UW-Extension as a possible cost savings in the Funding Committee's plan. Mott feels that regardless of any current discussions on funding and reorganization, this position is still in need of more hours. Charbarneau clarified the difference between the reclassification request and the request for more hours for the 80% Administrative Support position. Motion by Fried to deny the request to move the 80% Administrative Support position to full-time as presented. Second by Paszak. Mott notes that this request could still be reconsidered at budget time if new data becomes available; Committee agrees. Roll call vote held with all voting 'Aye'. Motion carried.
- **LTE ADMINISTRATIVE SUPPORT AT 53%:** Charbarneau reports that this is an annual request with no changes. Committee agrees to review and approve as part of all the other annual requests.
- **FAIR SECRETARY AND FAIR TREASURER:** Charbarneau notes that no paperwork request was received for these positions.

FUNDING OPPORTUNITIES COMM. UPDATE AND IMPLEMENTATION PLAN DEVELOPMENT

- **REORGANIZATION OF DEPARTMENTS:** Hintz reports that the Funding Opportunities Committee has created a list of 29 possible ideas and has passed several ideas onto various Committees, including the LRES Committee. Hintz says one of the items passed onto the LRES Committee was the possibility of pulling Oneida County's portion of the HSC (Human Service Center) back into the county; Social Services supports this idea but feels this idea will take a lot of work and time to implement. Schreier says the Social Services Committee has discussed this idea and its potential advantages, and eagerly awaits further information as it becomes available. Schreier notes that many contracts are still outstanding with HSC and are not being addressed. Schreier also notes that many of the clients of the HSC are dealing with trauma and addiction in their lives and uprooting the current structure can be upsetting to them. Cushing provided input and feels the idea should be looked into further. Schreier notes that the Department on Aging previously dealt with a multicounty ADRC program and due to difficulties, moved the ADRC program back within Oneida County. Charbarneau discussed the study being completed on the proposed HSC restructuring; discussion held.

Further discussion held on the proposed restructuring of other county departments. Charbarneau would like to look further at what has and has not worked for other counties before they proceed further. Charbarneau says many counties have consolidated several departments, in which there was one department head and several supervisors, and the consolidation worked well, along with saving money. Charbarneau notes that sometimes, departments may hesitate to offer an employee to help in another department, fearing that they may lose the position if it is perceived that there is not enough work for that position. However, if departments are consolidated, employees can be moved around where they are most needed. Smith also notes that consolidating departments could result in the need for less Committees, which could save meeting costs as well. Charbarneau provided further discussion and noted that changes/reductions to staff could come in the form of retirement incentives in order to avoid employees just losing jobs. Charbarneau notes that department heads do have ideas but no real discussions have happened until they were clear which way the funding committee wanted to proceed. Mott asked if the full wage study needed to be implemented and if instead, the study just focused on positions that are difficult to fill; Fried provided additional comments. Schreier notes that the state does mandate some department structures, which may effect reorganization ideas. Cushing suggests setting up a meeting that focuses on the topic of department reorganization, and department heads should be included in the meeting for input. Fried would like to see a proposed efficiency model put together based on ideas gathered from other counties so that the committee has something to work off when they meet on the topic again. Fried also suggests bringing in an outside consultant to assist with the process, in order to avoid personal biases. Discussion held on time requirements needed for proper reorganization and data already collected from other counties. Hintz feels that even if the funds were not needed for wage adjustments, taking the time to look for consolidations and efficiencies is important. Charbarneau directed to schedule a special meeting on the subject and to collect additional data from other counties regarding their efforts to consolidate departments.

- **HEALTH INSURANCE AND BENEFITS ADJUSTMENTS/ALTERNATIVES:** Information being gathered and topic to be discussed at future meeting.
- **2019 BUDGET SAVINGS FOR HEALTH INSURANCE:** Information being gathered and topic to be discussed at future meeting.

2019 EMPLOYEE APPRECIATION ICE CREAM & POPCORN SOCIAL

Charbarneau reports that this year's Employee Appreciation Ice Cream and Popcorn Social will be held on August 20th. Charbarneau presented Committee with list of supplies needed and notes all costs are within budget. Committee agrees to move forward with the event.

CLOSED SESSION

Brief discussion led by Cushing with Committee agreeing not to go into closed session. Charbarneau notes that a meeting is set for today with the Oneida County District Attorney to discuss the investigation of the Forestry Director further.

FUTURE MEETING DATES

August 7, 2019 at 9:00 a.m.
August 21, 2019 at 10:00 a.m.
August 28, 2019 at 9:00 a.m.

FUTURE AGENDA TOPICS

2020 Group Health plan
Employee Handbook updates
Funding Opportunities Committee plan development

PUBLIC COMMENTS

None

ADJOURNMENT

Cushing announced the adjournment of the LRES Committee meeting at 10:02 a.m.

/s/ Ted Cushing
Ted Cushing, Chairman

08-07-2019
Date

/s/ Jennifer Lueneburg
Jennifer Lueneburg, Committee Secretary

08-07-2019
Date