

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
1st Floor Conference Room, Oneida County Courthouse
September 4, 2019, 10:00 a.m.

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

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Darcy Smith (Finance); Tammy Javenkoski (Veteran Services); Brian Desmond, Mike Fugle (Corporation Counsel); Mike Schiek (District Attorney); Steve Nelson (UW-Extension); Lisa Bilogan (public)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 10:00 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 AMENDED AGENDA

Motion by Fried to approve the amended agenda and for the Chairman to move around on agenda topics. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the minutes from the August 21st meeting as presented. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Charbarneau presented vouchers for Committee review and approval in the amount of \$60.00, noting that all expenses listed will be reimbursed from the Health Enhancement Program. Motion by Fried to approve. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

DISTRICT ATTORNEY LIMITED TERM EMPLOYEE REQUEST

Schiek requests approval for the 2020 budget for an LTE that would work 2-3 days total to help with packaging and storing District Attorney files. The cost would be \$539 and would be additional funds needed for the District Attorney's 2020 budget. Fried suggests utilizing current staff for this project; discussion held. Committee agrees to approve the request, and review further at budget season. Motion by Paszak to approve. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

RESOLUTION: RECLASSIFICATION IMPLEMENTATIONS

Charbarneau provided two draft resolutions and fiscal impact statements to the Committee for implementation of the reclassifications back to 3/23/19 when were initially approved, or for the next payroll on 9/21/19. Smith discussed fiscal impact statements, noting that reclassifications for anyone in Steps 6-14 will receive new event dates moving forward but reclassified employees moved to any steps between 1-5 will keep the same event date. Charbarneau notes that the move of reclassified employees to a higher grade/step is based on providing the employee with an increase of \$0.01 or better. Smith discussed the true cost of the reclassifications. Holewinski asked and Charbarneau clarified that any cost of living increases or changes to the wage schedule would also be applied to the reclassified employees. Fried feels the reclassifications need to be implemented at the same time as other wage schedule changes. Holewinski feels the reclassifications were granted based on positions that took on higher level duties, in which some of the positions have been doing those higher level duties for a long period of time, therefore the reclassifications should be implemented sooner than later; Cushing agrees. Motion by Hintz to approve the September resolution for reclassifications and forward the resolution onto the full County Board for consideration. Second by Cushing. Vote taken with Paszak, Hintz, Cushing and Holewinski voting 'Aye'. Fried votes 'Nay'. Motion carried. Committee agrees that the resolution will not be a consent agenda item.

UW-EXTENSION POSSIBLE RELOCATIONS

Hintz introduces Steve Nelson/Area UW-Extension Director. Hintz reports that the UW-Extension office, currently located at the Oneida County Airport, is considering a move to Nicolet College. Discussion held regarding the formal proposal submitted to the Nicolet College Dean. Nelson discussed the changes to the Nicolet College student population over the last 10 years. Due to increases in online class enrollment, Nicolet College has space available to house the UW-Extension office. Nicolet College would allow use of the online class studio, and could eventually help with walk-in traffic visiting the UW-Extension. Nelson says Nicolet College would be willing to advertise UW-Extension's programs alongside Nicolet College's non-credit classes, and leverage volunteers for UW-Extension programs. Nelson feels that the move would allow for more staff and room to work, without adding additional costs to the county. Nicolet College has proposed a temporary office location at the college, along with a long-term office with front desk capabilities within 1-2 years of UW-Extension's relocation to Nicolet College, with a proposed cost of \$18,000. Hintz feels that finding the costs for UW-Extension staff, along with costs of Nicolet College housing, and the ongoing rent still owed by the county to the airport, need to be found before any decisions are made. Hintz and Desmond discuss the high mileage costs currently being incurred by UW-Extension staff, and even if the costs are legitimate, the county will need to take a comprehensive look at what the mileage is used for and if mileage costs can be reduced. Hintz feels that UW-Extension and the proposed changes need to be looked at as a whole package to determine costs and logistics. Currently, Luann Brunette/Buildings & Grounds Director, Hintz and the airport manager are meeting to discuss alternative uses of the airport space (if vacated) but feel that finding alternatives may be difficult. Fried discussed UW-Extension's low rating on the Oneida County Efficiency Study and the possibility of cutting UW-Extension based on that study and the tight budget season ahead. Fried feels it is in the best interest of the county to provide UW-Extension with a notice of non-renewal as soon as possible and if funding availability changes, the non-renewal could be revoked at a later date. Desmond clarified that the current contract requires a 60-day minimum notice of non-renewal. Holewinski feels the Committee shouldn't renew the UW-Extension contract for now until the county has all the information on UW-Extension's new plan. Cushing agrees and requests that the UW-Extension Committee put together a full plan with costs for the LRES Committee to review before any further decisions are made. Motion by Cushing to forward this topic back to the UW-Extension Committee, requesting further analysis of the relocation plan with exact possible costs. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

UW-EXTENSION AGENT CONTRACTS

Motion by Fried for Oneida County to give a 60-day notice of Non-Renewal at this time. Second by Holewinski. Hintz clarifies that they will still charge UW-Extension Committee with developing a plan and budget for the proposed move to Nicolet College. All Committee members voting 'Aye'. Motion carried.

2020 LRES DEPARTMENT BUDGET

Charbarneau summarized the draft 2020 LRES Department budget. Charbarneau notes that revenues were generated by LRES again in 2019 for conducting Telecommunicator testing for Vilas County. LRES plans to contact other counties in 2020 to offer similar testing in order to increase revenues. Charbarneau discussed reduced 2020 personnel costs due to LRES employees electing lower cost plans. Legal expenses in 2020 are reduced to zero based on no additional funding needed for the wage study. Smith notes that reclassification costs have not been added to the provided budget. Charbarneau noted other reductions in the 2020 budget. Motion by Cushing to accept the budget from LRES as presented and forward it to Administration Committee for review and approval. Second by Hintz. Fried inquired about budgeting money for ongoing safety training. Charbarneau says she hasn't budgeted money for safety in previous years due to the free training available through the Workman's Compensation carrier. Brief discussion on continuing the goal of safety and keeping safety training current. All Committee members voting 'Aye' on motion. Motion carried.

FUNDING OPPORTUNITIES COMMITTEE UPDATE

Hintz says he's been getting some feedback on several ideas from the Funding Opportunities Committee, but whenever you look to cut programs to save money, you will get negative feedback. Sub-committees are continuing with their assigned tasks, and Hintz feels there are a lot of possible ideas which could save money or create efficiencies. Fried discussed reviewing the county group health plan and MERP (Medical Expense Reimbursement) funds to see if cost savings could be implemented, in which cost savings could be applied to implementation of the market wage study. Charbarneau says a couple ideas have been forwarded onto the health insurance provider for premium quotes.

IMPLEMENTATION OF CARSEN DETTMANN STUDY

Charbarneau reports that Holewinski requested she look into how many employees are at or above the CP (control point) on the wage schedule. Charbarneau reports that for Exempt employees, 6 are at the CP, 23 are below CP, 42 are above the CP and 7 are redlined (above the wage schedule). For Non-Exempt, 41 are at CP, 84 are below CP, and 42 are above CP. Holewinski feels that the employees at or below CP should be increased and then focus on the positions that are difficult to recruit. In-depth discussion held on possible implementation strategies and how the current plan design came about. Fried says the wage study already determined that the entire scale is under the market rates and needs to be brought up to market, but the county needs to focus on what implementation strategy can be afforded. Charbarneau provided further comment on implementation of the new wage plan, and the need to move employees to 2080 annual hours as part of the efforts to make wages and recruitment more competitive for the county. Charbarneau notes that getting positions to 2080 annual hours will require reduction in the positions, which would ideally be done mostly when positions become vacant. Charbarneau notes that Carlson Dettmann has confirmed that implementation of the new wage schedule will help alleviate some of the recruitment issues Oneida County faces. Smith notes that they are only six weeks out from budget hearings and making some decisions now is important. Further discussion held. Smith notes that she's budgeting for a 2.07% cost of living increase; Fried suggests giving the cost of living increase in the form of a lump sum payment. Brief discussion held on how a cost of living lump sum will put the wage schedule even further behind market rate. Charbarneau notes that cost of living increases can be discussed more at a future meeting.

CLOSED SESSION

Motion by Cushing, second by Fried to go into closed session pursuant to Sec. 19.85(1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. (Topic: Forestry Director)

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 11:28 a.m. Staff present in closed session: Charbarneau, Lueneburg, Fugle.

RETURN TO OPEN SESSION

Motion by Holewinski, second by Paszak to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 11:49 a.m.

No actions or decisions made in closed session.

FUTURE MEETING DATES

September 18, 2019 at 9:00 a.m.

October 2, 2019 at 9:00 a.m.

October 16, 2019 at 9:00 a.m.

FUTURE AGENDA TOPICS

2020 Group Health plan
Funding Opportunities Committee plan development
Employee Handbook update
Cost of Living increases

PUBLIC COMMENTS

None

ADJOURNMENT

Cushing announced the adjournment of the LRES Committee meeting at 11:51 a.m.

Ted Cushing, Chairman

Date

Jenni Lueneburg, Committee Secretary

Date

DRAFT