

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES) COMMITTEE MINUTES**  
**Committee Room #2, Oneida County Courthouse**  
**March 15, 2023 9:00 a.m.**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Bob Thome via Zoom, Jim Winkler and Diana Harris.

**LRES COMMITTEE MEMBERS ABSENT:** Scott Holewinski/Vice-Chairman (excused)

**ALSO PRESENT:** Lisa Charbarneau, Kathy Skinner (LRES); Tina Smigielski via Zoom (Finance); Steven Schreier via Zoom (County Board) Dan Hess and Teresa Hook (Sheriff Dept.)

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

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in Committee Room #2 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 Winkler to approve today's agenda. Second by Harris. All Committee members voting 'Aye'. Motion carried.

**APPROVAL OF MINUTES**

Motion by Winkler to approve the minutes of February 15, 2023. Second by Harris. All Committee members voting 'Aye'. Motion carried.

**APPROVE BILLS AND VOUCHERS**

Motion by Harris to approve the bills and vouchers as presented. Second by Winkler. All Committee members voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No public present in the meeting room or on Zoom.

**RESOLUTION – HIGHWAY FOREPERSON PLACEMENT**

Charbarneau explained that the committee has seen this resolution previously, the fiscals have been updated to show the savings. The resolution is now correct and may go to the County Board. This is a savings within their current budget. Motion by Winkler to approve the resolution and send it to County Board for consideration on consent agenda. Second by Cushing. All Committee members voting 'Aye'. Motion carried.

**CHAPTER 4.24 HIRING WAGE RATE AND PTO BENEFITS**

When discussed at the last meeting, the committee gave additional direction to the HR Director. Two options were developed for the committee to look at today. The only difference between Option 1 and Option 2 is the number of days that the HR Director can approve. Option two gives the HR Director the authority to authorize up to eighteen days to a newly hired employee. When these days are added to the days that an employee would get paid for holidays it is equivalent to one year of Paid Time Off hours. With either option, if the committee wants to approve a PTO adjustment for an employee, it will not be necessary to bring it to the full County Board. Winkler suggests changing the wording on Option 2, line 120 to the same wording as Option 1, line 120 as part of a compensation package. Charbarneau says if Option 2 is chosen, this wording can be changed. Charbarneau recommends Option 2, the 18-day plan,

because it is easier to manage. New hires also get an additional four days for exempt employees and three days for non-exempt, at hire and again at six months. In lieu of those six days or eight days, the County would give an employee eighteen days. This additional amount added to the current nine days of holiday pay is equivalent to one year of PTO. Any PTO granted on the day hired, outside of the base plan is not eligible for PTO payout if the new hire leaves before one year of employment. Cushing suggests we go with Option 2, the eighteen-day option. Motion by Harris to move ahead with Option 2 with the amendment to the wording on line 120, beyond the base PTO plan as part of a compensation package. Second by Thome. All Committee members voting ‘Aye’. Motion carried.

### **HEALTH REIMBURSEMENT ACCOUNT (HRA) AND MEDICAL EXPENSE REIMBURSEMENT PLAN (MERP) STRUCTURE**

Charbarneau says for 2023 health insurance plans, the County selected a plan that includes an in-network and out-of-network scenarios. Prior to 2023, any out of network claims were not covered. With the changes to the 2023 plan, if an employee goes out-of-network the claim would go against their out of network deductible. Currently, the County allows employees to only submit in network claims to their Health Reimbursement Accounts (HRA) and Medical Expenses Reimbursement Plans (MERP). Jacob Syndergaard, our insurance consultant suggested we consider allowing employees to have their out of network claims go against their HRA and MERP accounts This would soften the blow of the bigger deductible when the employee uses an out-of-network provider. If an employee does not use the HRA money that the county funds each year, it stays in their bank. When an employee leaves the county, if they have five years of service or more, they can still submit expenses to that account and have access to the monies in their HRA fund until it’s exhausted. If the employee has less than 5 years of service, they surrender any monies remaining in the HRA account and the county keeps it. Motion by Winkler to allow out-of-network deductibles to be submitted under HRA and MERP. Second by Cushing. All Committee members present voting ‘Aye’. Motion carried.

### **2022 BUDGET CLOSE OUT – LINE ITEM TRANSFERS**

Charbarneau presents budget and the line items that were over budget including salaries, wages and benefits, most due to going to 2080 hours. The County tried to have departments absorb the additional costs of 2080 hour year into their budgets if possible but LRES Department was not able to do that. Employee Medical Exams were over budget by \$7800 plus. When the County hires a new employee that has to have a psychological and a physical for the Sheriff Department, cost is about \$900 to \$1000 each. We always knew this could be an issue and in the past the committee agreed not to over-budget to allow for this. Legal Services line item overage was for an independent hearing officer for a grievance. LRES Department used to carry a budget for this line item and the committee agreed to no longer fund it, and to go back and request additional funds from contingency or the general fund if we needed money for a legal expense. The items boxed in yellow have to do with administrative fees for FSA, HRA and MERP accounts and how the County is charged for administration. This account was over budget by almost \$7000. The past two finance directors created an account to cover those costs, based on monies that they felt were saved on taxes they didn’t need to pay. Our current finance director does not think it is appropriate to expense this to a revenue line item, and the auditors felt it was not recorded transparently. Moving forward there will be an administration line item that will be charged for administration costs. For all other line items, Charbarneau transferred everything that had money left to cover line items that were short. Motion by Cushing to approve line item transfers as presented. Second by Harris. All Committee members present voting ‘Aye’. Motion carried.

**PUBLIC COMMENTS**

No public present in the meeting room or on Zoom.

**FUTURE MEETING DATES**

March 29, 2023 at 9:00 a.m.

April 12, 2023 at 9:00 a.m.

April 27, 2023 at 9:00 a.m.

**ADJOURNMENT**

Cushing announced the adjournment of the LRES Committee meeting at 9:22 a.m.

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Ted Cushing, LRES Committee Chairman

\_\_\_\_\_  
Date

/s/ Kathy Skinner  
\_\_\_\_\_  
Kathy Skinner, Committee Secretary

03/15/2023  
\_\_\_\_\_  
Date