

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

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chair, Robb Jensen, Scott Holewinski and Diana Harris

**LRES COMMITTEE MEMBERS ABSENT:** Jim Winkler (excused)

**ALSO PRESENT:** Lisa Charbarneau, Jenni Lueneburg (LRES), Kyle Franson (Register of Deeds); Tina Smigielski (Finance); Dan Hess (Sheriff's Office); Joel Gottsacker (ADRC/Social Services); Denise Hoppe (Planning & Zoning)

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

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the County Board 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 Jensen to approve today's agenda, giving the Chairman the ability to move around on the agenda as needed. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

**APPROVAL OF MINUTES**

Motion by Jensen to approve the minutes of July 20<sup>th</sup> as presented. Second by Cushing. All Committee members present voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No comments from the public on Zoom. No public present in the County Board Room.

**RECLASSIFICATION OF POSITION: CLERICAL SUPPORT TO ADMIN. SUPPORT**

Gottsacker requests to reclassify the ADRC Clerical Support position (Grade E) to an Administrative Support position (Grade F) with an annual fiscal impact of \$1,122.63. Gottsacker says as programs have been created and expanded at the ADRC, the duties of this position have become more detailed along with additional fiscal duties being added. Gottsacker says the additional cost can be covered by their budget for 2023 but increased funding would be needed in the 2024 budget. Charbarneau noted that the request would bring this position in line with the other clerical staff in the Social Services-ADRC division. Cushing stated this request was approved by the Committee of Jurisdiction. Discussion held. Motion by Holewinski for Charbarneau to bring further documentation of other positions in the Grade F level to review duties and this topic should be discussed at a future meeting. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

**EMPLOYEE RECOGNITION AND RETENTION**

- **ICE CREAM SOCIAL:** Charbarneau discussed the annual Employee Appreciation Ice Cream and Popcorn Social. The projected cost for the event this year will be around \$200, which is already included in the department budget. Brief discussion; no motion needed.

### **EMPLOYEE RECOGNITION AND RETENTION (continued)**

- **RETENTION BUDGET:** Charbarneau says \$1,500 in funds were included in the proposed Social Services 2024 budget to allow department supervisors to provide recognition to high performing employees. In the past the Director and Supervisors have had to provide this funding out of their own pockets so this would help cover these costs. Charbarneau says the recognition types would be small but meaningful to staff. Committee discussion held on concerns regarding additional departments requesting these funds if this request is approved. Harris suggests these funds be moved to the LRES budget, to be used for the entire employee base. Further discussion held on the upcoming budget challenges. Jensen recommends gathering information on what other government entities have done for employee recognition that was found to be successful. Holewinski suggests Charbarneau gather some ideas and bring them to the Administration Committee for further review. Committee agrees; no action or motion made at this time.

### **EMPLOYEE HANDBOOK**

- **PAGER PAY – SOCIAL WORKERS:** Charbarneau says Social Services is requesting an increase in Social Worker daily pager pay from \$52 to \$60 beginning in 2024. This request was already approved by the Committee of Jurisdiction and has been built into the proposed 2024 budget. Discussion held. Holewinski would like information on the number of calls received per year by Social Workers carrying the pager. Harris suggested adding time off for call time like the paper mill does. Additional discussion held with Committee agreeing that more information is needed prior to making a decision. Charbarneau will bring call numbers to an upcoming meeting. No actions taken.
- **WORKERS COMPENSATION – SUBSIDIZE BENEFIT:** Not discussed.

### **CLOSED SESSION**

Motion by Holewinski, second by Jensen for the LRES Committee to go 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 (Topic: Register of Deeds Staff Compensation; Office Manager Compensation; Chief Deputy Compensation) and Section 19.85(1)(f) for purposes of 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 an adverse effect on the reputation of the person referred to in such data. (Topic: Workers Compensation Subrogation Claim)

Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 9:32 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Franson, Smigielski, Hoppe and Hess

### **RETURN TO OPEN SESSION**

Motion by Cushing, second by Holewinski to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 10:19 a.m.

Cushing reports that no decisions or motions were made in closed session. Upon return to open session, motion by Holewinski to approve the Deputy Register of Deeds increase from Step 4 to Step 6 and the increase for the Chief Deputy Register of Deeds from Step 9 to Step 10. Second by Cushing. Roll call vote taken with all voting in the affirmative; motion carried.

**PUBLIC COMMENTS**

No public present on Zoom or in the meeting room.

**FUTURE AGENDA TOPICS**

Any agenda items should be forwarded to Cushing or Charbarneau.

**FUTURE MEETING DATES**

August 16, 2023 at 9:00 a.m. (*changed from August 17<sup>th</sup>*)

August 30, 2023 at 9:00 a.m.

**ADJOURNMENT**

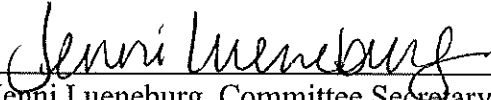
Cushing announced the adjournment of the LRES Committee meeting at 10:25 a.m.



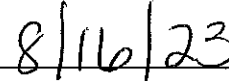
\_\_\_\_\_  
Ted Cushing, LRES Committee Chairman



\_\_\_\_\_  
Date



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Jenni Lueneburg, Committee Secretary



\_\_\_\_\_  
Date