

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES) COMMITTEE MINUTES**  
**County Board Room, Oneida County Courthouse**  
**August 5, 2020, 9:00 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 (LRES); Darcy Smith (Finance); Bruce Stefonek (Highway Department); Heidi Chavez (Social Services); Linda Conlon (Public Health) via Zoom; Grady Hartman (Sheriff's Department); Mike Romportl (Land Information) via Zoom; Steven Schreier (County Board); Attorney Oyvin Wistrom, Bill Freudenberg (public)

**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 Paszak to approve agenda. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

**APPROVAL OF MINUTES**

Motion by Holewinski to approve the minutes of July 23<sup>rd</sup>. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No comments.

**VOUCHERS, REPORTS AND BILLS**

Charbarneau presented two vouchers, noting that one was for a Carlson Dettmann wage review, which will be paid for by the ADRC. Motion by Holewinski to approve the bills and vouchers as presented. Motion carried.

**EMPLOYEE RECOGNITION – ICE CREAM**

Charbarneau discussed the Ice Cream Social that normally takes place this time of year to recognize employees. Due to COVID-19, Charbarneau feels the gathering should not be held but would still like to provide ice cream sandwiches to departments to show appreciation for the hard work done by employees all year. Brief discussion. Motion by Paszak to approve the ice cream sandwiches for employee recognition. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

**ADRC/SOCIAL SERVICERS ALLIANCE UPDATE**

Charbarneau discussed the ADRC/Social Services Alliance public hearing that was originally planned to be held in mid-August. Charbarneau says due to the meeting information not being put in the August ADRC newsletter, Charbarneau feels the public hearing should be moved to the 2<sup>nd</sup> or 3<sup>rd</sup> week in September. Charbarneau plans to post the hearing as a Joint Committee meeting between the Social Services, ADRC and LRES Committees and will try to hold the hearing at the Sheriff's Office meeting room, which will allow for proper space and social distancing needed at this time. Charbarneau says she is still working out the details but plans on completing the public hearing process by the end of September so the matter can still go to the County Board by October as previously planned. Hintz clarified that the public hearing would be to provide information to the public and give the opportunity for questions and comments from the public. Charbarneau stated this was correct and provided further detail. Charbarneau noted that since the Alliance would only cause changes to the administrative structure and would cause no changes to programs, only one public hearing needs to be held. Discussion held. Charbarneau states she will inform the Committee once the meeting date is scheduled.

### **ADJUST PAID TIME OFF ALLOTMENTS EACH YEAR FOR CLOSURE/HOLIDAYS**

Charbarneau discussed the idea of removing holiday pay from PTO allotments and keeping the amounts in a separate bank, as previously discussed by Smith. Charbarneau notes the current PTO and holiday pay structure is unique and most entities keep them separate. Charbarneau discussed reasons for the suggestion, including problems with employees using all their PTO and having none left for holidays later in the year, or employees using all their PTO then leaving mid-year, therefore using the holiday pay before the holiday occurred. Charbarneau is not sure of the cost savings of this change and notes that changes will need to be made in payroll. If implemented, the only employees that would be effected differently would be the Sheriff's Office staff that are a part of a 24-hour schedule such as Deputies, Corrections Officers and E911 Telecommunicators. For these employees, Charbarneau proposes still having a separate bank but at each holiday, these employees would need to either use the Holiday pay sometime within the pay period or be paid out for those hours if they are unable to use them within the pay period. Fried asked how this would save money; Charbarneau explained that employees terminating mid-year would not be able to take unused holiday pay with them, whereas right now they get to since it is included in their PTO bank. Further discussion held. Charbarneau will bring the topic back to the Committee at a future meeting with more information and a draft policy.

### **WELL WOMEN COORDINATOR POSITION ADJUSTMENT**

Charbarneau reports that the 79% Well Women Coordinator position in Public Health has now received additional grant funding, in order to move the position to full-time, possibly for up to two years. Charbarneau reports that a new employee was recently hired for the position and is aware and agreeable to the temporary change. Charbarneau notes that this has happened with other grant funded Public Health positions, and in the past, a resolution was done, allowing the position time to go up and down as grant funding permitted. Charbarneau would now like to do the same resolution for this position. Fried inquired about revenues cited in the resolution presented to the Committee; Conlon says the annual flu shots create revenues and those revenues may or may not be used to pay for this position, depending on need. Discussion held.

### **RESOLUTIONS**

- **WELL WOMEN POSITION ADJUSTMENT:** Charbarneau provided fiscal impact. Discussion held on resolution wording. Motion by Holewinski to approve the resolution as presented and forward to the County Board. Second by Cushing. All Committee members voting 'Aye'. Motion carried.
- **CREATE GIS SPECIALIST POSITION:** Discussed and approved at last meeting. Committee reviewed and signed resolution.
- **TELECOMMUNICATOR COMPENSATION:** Discussed and approved at last meeting. Committee reviewed and signed resolution.
- **CREATE HIGHWAY EQUIPMENT OPERATOR POSITION:** Charbarneau states due to a current employee on leave for an undetermined amount of time, the Committee discussed creating an additional Equipment Operator position, then upon another Equipment Operator position becoming vacant in the future, that position would be eliminated rather than filled. Brief discussion held. Motion by Hintz to approve the Highway resolution and forward to the County Board. Second by Paszak. All Committee members voting 'Aye'. Motion carried. Committee reviewed and signed resolution.

### **CLOSED SESSION**

Motion by Holewinski, second by Fried to go into closed session pursuant to Wisconsin Statutes Sec. 19.85(1)(f) 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 and Wisconsin Statutes Sec. 19.85(1)(g) conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved.  
(Topic: ADA Requests)

**CLOSED SESSION (continued)**

Roll call vote taken; all members voting in the affirmative. Motion carried. Committee went into closed session at 9:37 a.m.

Staff/others present in closed session: Charbarneau, Lueneburg, Schreier, and Attorney Oyvin Wistrom

**RETURN TO OPEN SESSION**

Motion by Cushing, 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 10:27 a.m.

No motions made in closed session. In open session, the following motion was made:

Motion by Cushing to extend the Leave of Absence for the Social Worker to September 2, 2020. Second by Paszak. Roll call vote taken with all Committee members voting in the affirmative. Motion carried.

**FUTURE MEETING DATES**

August 20, 2020 at 11:00 a.m.  
September 2, 2020 at 9:00 a.m.  
September 17, 2020 at 9:00 a.m.

**FUTURE AGENDA TOPICS**

ADRC/Social Services Alliance  
PTO and Holiday banks

**PUBLIC COMMENTS**

None

**ADJOURNMENT**

Cushing announced the adjournment of the LRES Committee meeting at 10:31 a.m.

\_\_\_\_\_  
Ted Cushing, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jenni Lueneburg, Committee Secretary

\_\_\_\_\_  
Date