

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES) COMMITTEE MINUTES**  
**County Board Room, Oneida County Courthouse**  
**August 20, 2020, 11:00 a.m.**

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

**ALSO PRESENT:** Lisa Charbarneau, Lindsey Kennedy (LRES); Lisa Jolin (Solid Waste); Dan Hess, Jill Butzlaff, Ken Korten Hof, Terri Hook (Sheriff's Department); Mike Romportl (LIO); LuAnn Brunette (Buildings & Grounds)

**ALSO PRESENT VIA ZOOM:** Darcy Smith (Finance); Kris Ostermann (Treasurer)

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

Chairman Cushing called the LRES Committee to order at 11:00 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 August 5, 2020 meeting. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No comments.

**VOUCHERS, REPORTS AND BILLS**

Charbarneau provided the vouchers and bills to the Committee for review, noting that two bills are charged to different budgets. The bill from Carlson Dettmann was for the Land Information Office positions review and applied to their budget. The other was applied to the ADRC budget for the Notice of Public Hearing publication cost.

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

**SOLID WASTE DEPARTMENT STAFFING**

Jolin stated they have a vacancy for a Solid Waste Mechanic/Technician, interviews have been done but there were no qualified candidates. The department's current office scale operator/lead person is interested in getting out of the office and working in the yard more. He has experience in the yard and has a CDL. Jolin has discussed with Charbarneau the possibility of creating an additional Solid Waste Technician and 2 LTE scale operator positions and possibly at a later date moving one LTE to an 80% position. One of the department's current LTE scale operators has been with the department for 4 years and has expressed interest in moving to a full-time position so that is another option to consider. Jolin said for right now she would like to get the positions filled with 2 LTE scale operators to keep the department running efficiently. By creating an additional Solid Waste Technician and 2 LTE scale operator positions versus filling the higher level mechanic position the base salary would increase by \$3,000 but there would be a benefit cost saving of approximately \$22,000. Hintz questioned who would do the mechanic work if the position is not filled. Jolin stated the current Solid Waste staff are skilled and can complete the basic preventative

maintenance (oil changes, greasing, filters, etc.) and any major repairs are already being sent out. Fried questioned if there are Highway or Airport personnel that could help with the mechanic duties. Cushing stated the Highway department is currently short-staffed and unable to take on additional duties. Paszak added the airport is also short-staffed at this time.

Motion by Paszak to approve the 2 LTEs.

Charbarneau asked Paszak if he would consider changing the motion to “approve the concept of additional staff”. She added this will allow for a resolution and fiscals to be brought back to the next committee meeting. Paszak agreed.

Motion by Paszak to approve the concept of additional staff. Second by Cushing. All Committee members voting ‘Aye’. Motion carried.

**HEALTH INSURANCE AT RETIREMENT**

Charbarneau provided the committee a handout of the updated Employee Handbook language regarding Health Insurance at Retirement and explained the change. The committee previously approved the language change to the Health Benefits at Retirement section of the Employee Handbook which included the addition of “*of the lowest cost Oneida County offered health insurance plan*”. Charbarneau clarified that the change does not take away the benefit it just specifies that the County agrees to pay the single plan rate of the lowest cost Oneida County offered health insurance plan. Previously the County would pay for any plan the retiree elected. Currently the lowest cost health insurance plan offered by the County is the high deductible plan, if a retiree elects a higher cost plan they would be responsible for the difference.

Oneida County employees Terri Hook (Sheriff’s Office Captain), Dan Hess (Chief Deputy), Jill Butzlaff (Office Administrator), Ken Kortenhof (Emergency Management Director), Mike Romportl (LIO director) and Kris Ostermann (Treasurer) all voiced concerns and unhappiness with the change to the retiree health insurance benefit. Many stated they have dedicated many years to Oneida County and feel that it is unfair to change the benefit now.

Paszak asked how many employees this would effect. Charbarneau stated that there are approximately 70-75 employees. Brief discussion held. Holewinski stated he feels if the County told the employees they were going to receive this benefit that they should receive it the way it was presented to them. Cushing agreed with Holewinski and recommends rescinding this section until further discussion and information is gathered from the Health Insurance Ad-Hoc Committee. Charbarneau asked if the committee only wanted to rescind “*of the lowest cost Oneida County offered health insurance plan*” and not the other changes made to the Health Benefits at Retirement section pertaining to protective employees; The committee was in agreement.

Motion by Holewinski to rescind (“*of the lowest cost Oneida County offered health insurance plan*”). Second by Paszak. All Committee members voting ‘Aye’. Motion carried.

**POST OFFER EMPLOYMENT PSYCHOLOGICAL EVALUATION PROVIDER**

Charbarneau stated the provider that the County used for post offer employment psychological evaluation has closed his office. Chief Deputy Hess researched and found a new provider but they charge an additional \$102 per evaluation bringing the total to \$452; the previous provider charged \$350 per evaluation. The new provider can do the evaluations via Zoom and will also do on-site evaluations. Hintz feels this cost increase should be included in the LRES budget. Charbarneau will increase the 2021 budget by \$1,500 to

offset this increase and bring back to the committee for review. Fried requested Charbarneau follow-up with other counties and see what they are paying for their evaluations.

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

Charbarneau stated this topic was discussed at the Department Head meeting yesterday and no one voiced great objections to this change. Charbarneau spoke with Sheriff Hartman prior to the Department Head meeting and he indicated that based on his department's schedule he felt it would be better for his employees to be exempt from this change. Smith voiced a concern that the current payroll system may not allow for an exemption of a specific department. Smith and Charbarneau agreed that they would look into what options are available within the payroll program for setting up 2 different systems. They do not want to make any changes until they know how it will affect the payroll processing. Holewinski questioned what the negative is to leave the PTO allotment the way it is; Charbarneau stated when an employee terminates employment their PTO is paid out and the payout sometimes includes holidays that haven't occurred yet. Hess stated the current system works well for the Sheriff's office and feels that managers need to do a better job of monitoring their employees' PTO banks. Finance asserts the current payroll system doesn't have the capability to tally earned PTO and that is why accrued PTO is deposited into employee's bank annual January 1<sup>st</sup>. Holewinski recommends Charbarneau and Smith do more research and develop a policy before making any changes to the PTO banks then bring back to the committee for review.

### **EXPAND FAMILY MEDICAL LEAVE EXPANSION ACT**

- **RETURN TO SCHOOL:** Charbarneau explained the expanded Family Medical Leave that is part of the CARES Act allows employees to stay home with their children for daycare or school closures related to COVID-19. Employees have questioned if schools are open and offering the choice of in-person learning, virtual learning or a blended option for their child and they choose the virtual learning option will they qualify for the expanded Family Medical Leave. With the expanded Family Medical Leave the employee receives 2/3 of their wages. Holewinski questioned who pays the 2/3 wage; Charbarneau confirmed the County pays. Charbarneau asked Smith if those wages are reimbursable; Smith said she is unsure at this time. Charbarneau stated if the parent chooses to do all virtual learning when in-person learning is available then they would not qualify under the expanded Family Medical Leave and not be eligible to receive 2/3 of their wages. Charbarneau just wanted to inform the committee and let them know this will require an update of guidance to the policy.

### **CLOSED SESSION**

Motion by Holewinski, second by Paszak to go into closed session pursuant to Wisconsin Statutes Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topics: Assistant Facilities Director compensation and Human Resources Director evaluation).

Roll call vote taken; all members voting in the affirmative. Motion carried. Committee went into closed session at 12:02 p.m.

Staff/others present in closed session: Charbarneau, Kennedy, Brunette

### **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 12:24 p.m.

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

Motion by Cushing to award the Assistant County Facilities Director a wage increase to step 6 on the wage schedule effective the next pay period. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

**FUTURE MEETING DATES**

September 2, 2020 at 9:00 a.m.  
September 17, 2020 at 9:00 a.m.  
October 14, 2020 at 9:00 a.m.  
October 28, 2020 at 9:00 a.m.

**FUTURE AGENDA TOPICS**

Working from home policy  
Update from insurance ad-hoc committee

**PUBLIC COMMENTS**

None

**ADJOURNMENT**

Cushing announced the adjournment of the LRES Committee meeting at 12:27 p.m.

/s/Ted Cushing  
Ted Cushing, Chairman

09/02/2020  
Date

/s/Lindsey Kennedy  
Lindsey Kennedy, Committee Secretary

09/02/2020  
Date