

LRES (LABOR RELATIONS & EMPLOYEE SERVICES) COMMITTEE MINUTES
County Board Room, Oneida County Courthouse
September 2, 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); Dan Hess, Jill Butzlaff (Sheriff's Office); Lisa Jolin (Solid Waste); Joel Gottsacker (ADRC); Mike Romportl (Land Information); Kyle Franson (Register of Deeds); Steven Schreier (County Board); Oyvind Wistrom (Lindner & Marsack)

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 the agenda for today's meeting. Second by Fried. All Committee members voting 'Aye'. Motion carried.

APPROVAL OF MINUTES

Motion by Fried to approve the minutes of August 20th. Second by Hintz. All Committee members voting 'Aye'. Motion carried.

PUBLIC COMMENTS

No comments made.

VOUCHERS, REPORTS AND BILLS

Charbarneau presented the vouchers for Committee review, noting all are for reimbursement from the Health Enhancement Fund, which is reimbursed by Group Health Trust. Motion by Hintz to approve the bills and vouchers as presented. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

ADRC/DSS ALLIANCE UPDATE

Charbarneau discussed the September 10, 2020 public hearing being held for the proposed Alliance. Both ADRC (Aging & Disability Resource Center) and DSS (Department of Social Services) Committees have met to discuss the agenda and meeting, and will be attending the public hearing. Charbarneau says the 15 minutes scheduled for the presentation will most likely not be enough time so the time will be extended to 30 minutes and an amended agenda will be coming soon on that change. Charbarneau also notes that the Public Comment section of the agenda will be amended to provide clarification. Both the ADRC and DSS Committees have agreed for Cushing to lead the public hearing; Cushing agrees. Also, both Committees feel that clarification should be added to the agenda regarding the purpose of the meeting, along with issuing a press release. Cushing feels a press release is not needed since proper notification will be given when posting the amended agenda. Charbarneau notes that the public hearing will be held in the County Board Room of the Oneida County Courthouse.

RECOMMENDATION FOR ADRC COMMITTEE TO APPOINT ADRC DIRECTOR

At the August 19th ADRC Committee meeting, a discussion was held in closed session and motion made in open session to appoint Assistant Director Joel Gottsacker as Director effective the date a resolution could be approved at a future County Board meeting. Fried feels any decisions on structure and the consolidation should be put on hold until after the September 10th public hearing; Hintz and Holewinski concur. Brief discussion held. Committee agrees to wait on topic; no motions made.

SOLID WASTE DEPARTMENT STAFFING RESOLUTION

Charbarneau discussed her conversations with Jolin regarding Solid Waste staffing, based on the vacant Mechanic/Technician position. Jolin feels it would be most beneficial to eliminate the vacant position, add another Technician position to work in the yard, eliminate the current full-time Scale Operator position and create another LTE Scale Operator position. Jolin feels this new proposed structure will help the department better deal with the heavy public traffic on the scales and also deal with the heavy workloads out in the yard. Discussion held regarding lead pay not being included in the proposed resolution. Charbarneau states that wording in the Employee Handbook allows designation of lead pay. Further discussion held. Smith discussed the fiscal impact which doesn't include the lead pay. Smith says adding lead pay would add \$4,400 and would reduce the cost savings from \$50,722 to \$46,322. Motion by Paszak to approve. Second by Cushing. Fried asked who would complete the mechanical duties needed by the department. Jolin says Technicians will continue to do machinery maintenance and bigger needs would be sent to outside mechanics as they have done in the past. All Committee members voting 'Aye'. Motion carried.

WORKING FROM HOME POLICY

Fried requested this item be added to the agenda and that Charbarneau gather information on what other counties are doing to implement a policy regarding WFH (Work From Home) due to COVID-19. Charbarneau says based on her research, some counties have a county-wide WFH policy, some have done individual department WFH policies and some counties have implemented temporary WFH policies that will be removed once the pandemic has ended. Internally, Public Health and Social Services are the only Oneida County departments that have implemented WFH departmental policies. Charbarneau says prior to the COVID-19 pandemic, very few employees worked at home due to the perceived difficulties. Charbarneau says after the spring COVID-19 closures, employees found that working at home wasn't as complicated as initially thought. Charbarneau notes currently about 20% of employees are working at home continually or sporadically. This number may change with the start of school but remains to be seen. Fried voiced concerns about employee efficiency and completion of duties when working from home. Fried also wonders if some efficiencies have been found with the previous closures and what job duties could be eliminated moving forward. Charbarneau led a discussion on the FFCRA (Families First Coronavirus Response Act) which allows employees the ability to take time off to care for children when daycare is lacking or when someone becomes infected with COVID-19 virus. Hintz feels a comprehensive WFH policy needs to be in place and suggests modeling the policy off another county's policy to ease the process. Further discussion led by Fried about his concerns with employee accountability and working at home, especially for Department Heads. Charbarneau notes that Department Heads are required to discuss if they are working from home with their Committee Chair. Romportl provided comment on the need for flexibility during this pandemic and the WFH process used in Land Information during the closures worked well for the department. Romportl says his department has plans if an employee was to get quarantined and hopes that the county will continue to allow working from home in order to allow the flexibility needed during these uncertain times. Hintz feels WFH is beneficial in some but not all positions and feels a policy should be put into place. Holewinski feels the matter should be left up to the individual departments but feels the public needs to come first and WFH should be the last case scenario for a department. Hess notes that if a department or County Board member has concerns, ITS can certainly track if an employee has been working

WORKING FROM HOME POLICY (continued)

the hours they claim to have worked through computer use. Discussion held regarding County Board attendance at meetings. Fried agrees to empowering Department Heads to create a WFH Policy that works best for their department but feels regardless, a WFH policy should be in place for each department.

AFFORDABLE EMPLOYEE HEALTH CARE (AHC) COMMITTEE UPDATE

Hintz reports that the AHC Committee met for the first time last Thursday and is making progress. The first meeting was held to review costs and the current health plan, along with get Committee members thoughts. The next meeting will be this Thursday (September 10th), in which the Committee will meet with the benefit consultant, Jacob Syndergaard, to discuss the bidding process and potential costs for 2021. Hintz discussed the complicated nature of the current health plan and feels the consultant will be able to provide direction moving forward on how to keep the plan as affordable but beneficial as possible. Charbarneau notes that she has received the 2021 renewal for the current plan with Group Health Trust, and there is a 9% increase to 2021 premiums. Charbarneau notes that the renewal was actually 13% but based on the discount to renew, Group Health Trust is basing 2021 premiums on a 9% increase. Charbarneau reports that the 9% premium increase would result in a \$360,000 increase in funds needed by the county to cover their portion of the health plan premium. Charbarneau feels based on the renewal numbers, a self-funded plan may be a real option for 2021. Charbarneau discussed the county's plan previously being self-funded until 2004 when increased claims caused the county to move to a Trust based plan. Further discussion held. Charbarneau says she will keep the Committee updated as the AHC Committee progresses.

2021 EMPLOYEE BENEFITS BUDGET

Charbarneau reports that employee Health Enhancement Funds are part of the LRES budget in which these funds are all paid for by the current health plan with Group Health Trust. With the potential changes to health plans, these funds may not be available moving forward and would need to be removed from the LRES budget. Charbarneau clarified that these funds pay for Fitness, Tobacco Cessation, Weight Loss and Breastfeeding Incentive programs as well as In-Service and other programs that promote employee wellness. Brief discussion held. Charbarneau says she just wanted the Committee to be aware of this when making 2021 health plan decisions.

2021 LRES DEPARTMENT BUDGET

Charbarneau presented the 2021 LRES budget. Charbarneau says she added \$1,500 to the employee medical line due to increased costs of psychological assessments, with the added funds to be taken from the underutilized travel and employee recognition lines, so there were no overall increases in the proposed LRES budget. Discussion held on the proposed LRES budget presented by Charbarneau and the difficulties of cutting 5% from the LRES budget as discussed in Administration Committee. Charbarneau says her small budget is mostly personnel costs so if she is required to cut 5%, she would end up cutting the Employee Services Assistant position by 20%. Charbarneau says this will put this employee in a very difficult position, plus a lot of the extra services currently provided by the LRES office to other departments and Committees would end. Charbarneau feels the current employee in the position is highly efficient and finding another employee of that caliber to fill the reduced position will be difficult. Fried says these budget cut ideas are being collected so the County Board has items to look at if the 2021 budget falls short but will certainly not be used unless absolutely needed. Fried discussed his preference for departments to provide ideas for budget cuts rather than County Board members having to guess on what can be cut. Fried also discussed the need to find none mandatory services that could be eliminated rather than just cutting staff to balance the budget; Holewinski concurs. Charbarneau would like to see departments consider sharing staff to help with vacancies rather than cutting/eliminating current good staff. Hintz feels the 0% increase LRES budget should be presented at budget hearings and keep a separate list of ideas for reductions if needed.

2021 LRES DEPARTMENT BUDGET (continued)

Motion by Cushing to forward the 0% increase LRES budget and idealist to Administration Committee as presented. Second by Paszak. Further discussion held. All Committee members voting ‘Aye’. Motion carried.

CLOSED SESSION

Motion by Hintz, second by Paszak 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)

Roll call vote taken; all members voting in the affirmative. Motion carried. Committee went into closed session at 10:05 a.m.

Staff and others present in closed session: Charbarneau, Lueneburg, and Winstrom

RETURN TO OPEN SESSION

Motion by Holewinski, second by Fried to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 10:32 a.m. No motions made in closed session or upon return to open session.

FUTURE MEETING DATES

September 10, 1:00 p.m. – ADRC/DSS public hearing
September 17, 2020 at 9:00 a.m.
September 30, 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

Work From Home Policy
2021 Employee Benefits

PUBLIC COMMENTS

No comments made.

ADJOURNMENT

Cushing announced the adjournment of the LRES Committee meeting at 10:36 a.m.

/s/Ted Cushing
Ted Cushing, Chairman

09/17/2020
Date

/s/Jenni Lueneburg
Jenni Lueneburg, Committee Secretary

09/17/2020
Date