

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

April 9, 2008

MEETING CALLED TO ORDER by Chairman John Young at 9:00 a.m. at the Oneida County Law Enforcement Center Community Room.

COMMITTEE MEMBERS PRESENT: John Young, Ted Cushing, Paul Dean, Scott Holewinski and Charles Wickman.

COMMITTEE MEMBERS ABSENT: None.

ALSO PRESENT: John Potters, Lisa Charbarneau (Labor Relations/Employee Services); Margie Sorenson (Finance); Brian Desmond (Corporation Counsel); Phil Schmidt, John Sweeney, Jeff Hoffman (Sheriff Dept); Ken Gardner, Gina Olson (Clerk of Court); Sue Piazza (Dept on Aging); Nick Scholtes (Highway); Lauri Millot (WERC); John Prentice (Attorney).

The Chairman noted that this meeting of the Labor Relations/Employee Services Committee had been properly noticed in accordance with the Wisconsin Open Meeting Law and meets the Americans With Disabilities Act.

Motion by Cushing, second by Wickman to approve the agenda for the present meeting. Motion carried; all ayes.

Motion by Cushing, second by Dean to approve the minutes of February 25, 2008. Motion carried; Young, Cushing, Holewinski, Dean voting aye; Wickman abstaining.

Motion by Holewinski, second by Cushing to approve the minutes of March 14, 2008. Motion carried; all ayes.

Motion by Cushing, second by Dean to approve the bills and vouchers as presented. Motion carried; all ayes.

John Potters told the committee that he had been approached to become a member of both the State and National Administrator Associations. Potters explained that there was a cost savings to the State organization if he also belongs to the National Association.

Motion by Holewinski, second by Wickman to approve John Potters membership in both the State and National Administrators Associations. Motion carried; all ayes.

The committee was presented with a request for a reclassification of the Benefit Specialist position at the Department on Aging. Potters explained to the committee that there use to be two fifty percent benefit specialist positions that were combined into one full time position. Currently the full time position was vacant, therefore a good time to review for a reclassification. Potters continued that Aging Director, Dianne Jacobson

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gathered information from the State regarding recommendations for the Benefit Specialist position. Potters indicated the County would be proactive by increasing the requirements for the position in line with what the State would be recommending, down the road with an ADRC.

Charles Wickman noted a direct duplication of Veteran benefits in a brochure provided by the Dept on Aging. Wickman asked if there was a duplication of services.

Assistant Aging Director, Sue Piazza responded; saying Benefit Specialists enhance benefits provided by other agencies. Piazza explained that often individuals are not completely covered by Veteran benefits and are referred back to the Benefit Specialist to see what other benefits the individual may qualify for. Piazza told the committee the Social Security Office regularly recommends individuals to the Benefit Specialists on Social Security disability claims. Benefit Specialist can assist with appeals and offer the best service.

Wickman also asked about participation in State programs.

Piazza continued that the Benefit Specialists are trained on Senior Care, doing appeals before the State, Medicare Part D, medical assistance, assisting with scams that affect seniors, dealing one-on-one with attorneys at the Elder Law Center, so they do participate in State programs.

John Young pointed out that the essential duties of the Benefit Specialist have not changed. Young did note the change in education requirements on the job description.

Potters indicated that a two-year degree or two years of post high school education plus two years of work experience would be considered. Potters explained that the County needs to be prepared, be proactive in anticipating the County's role in Family Care and ADRCs.

Young also added that he is a firm believer that reclassifications should be handled at budget time.

Motion by Holewinski, second by Cushing to leave the Benefit Specialist position at Grade Level Seven of the Courthouse Association wage schedule. Motion carried; all ayes.

Motion by Cushing, second by Dean to approve filling the Benefit Specialist vacancy. Motion carried; all ayes.

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Sheriff Hoffman came before the committee with a request to hire a deputy sheriff to fill in for up to a year while one of the deputies is out on military leave. The Sheriff indicated he is not asking for additional positions. The person hired will be notified of the circumstances.

Motion by Cushing, second by Dean to approve filling a deputy sheriff position on a temporary basis to cover a military leave. Motion carried; all ayes.

Ken Gardner came before the committee with a request to fill a vacant court clerk position in his office.

Motion by Cushing, second by Wickman to approve the Court Clerk vacancy in the Clerk of Courts Office. Motion carried; all ayes.

John Young gave the committee an update on the reimbursements received from Group Health Trust for our wellness programs. The grand total received by the County is \$44,317.13.

John Potters told the committee that Health Enhancement Coordinator, Linda Herrmann had done some research on exercise equipment, which was provided in the committee packets. Potters recommended to the committee that based on the use in the Courthouse exercise room another piece of cardio equipment was warranted. The purchase of the machine would come from the wellness reimbursement money from Group Health Trust.

Motion by Holewinski, second by Cushing to purchase a piece of cardio equipment for the wellness center, with monies to come from the wellness incentives reimbursement. Motion carried; all ayes.

Motion by Cushing, second by Dean to adjourn to closed session pursuant to section 19.85 (1) (c), (e), and (f) Wis. Stats to (1) consider the employment and performance evaluation date of an Oneida County employee; (2) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session; and (3) for purposes of considering financial, medical, social, or personal histories or disciplinary data of specific persons, 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. Roll call vote taken with all voting in the affirmative. Motion carried.

Discussion held in closed session.

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Motion by Cushing, second by Dean to return to open session. Roll call vote taken with all voting in the affirmative.

The following motions were made during the above closed session and announced in open session:

Motion by Holewinski, second by Cushing to approve a leave of absence request as presented for Mike Running for up to six weeks. Roll call vote taken with all voting in the affirmative. Motion carried.

Motion by Cushing, second by Holewinski to approve two settlements resolving Highway Association grievances. Roll call vote taken with all voting in the affirmative. Motion carried.

Motion by Cushing, second by Dean to approve a starting salary for the new Assistant Corporation Counsel at Grade Level 17, Step 4 and five days of paid time off. Roll call vote taken with all voting in the affirmative. Motion carried.

Motion by Dean, second by Cushing to decline the Caremark Contract for the Discount Prescription Drug Program. Roll call vote taken with all voting in the affirmative. Motion carried.

Motion by Cushing, second by Dean to allow Lisa Charbarneau to attend the Wisconsin Association of Personnel Directors Spring Conference in Appleton on May 15 and 16, 2008. Motion carried; all ayes.

Motion by Cushing, second by Wickman to allow John Potters to attend the Effective Collective Bargaining Strategy training in Stevens Point on May 12, 2008. Motion carried; all ayes.

Motion by Cushing, second by Dean to adjourn. Motion carried; all ayes.

Meeting adjourned at 11:44 a.m.

John R. Young, Chairman

Lisa Charbarneau, Comm. Secretary