

**LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES**  
**1st Floor Conference Room, Oneida County Courthouse**  
**April 29, 2016**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Dave Hintz, Carol Pederson, Billy Fried

**LRES COMMITTEE MEMBERS ABSENT:** Sonny Paszak (excused)

**ALSO PRESENT:** Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Bill Freudenberg, Bob Mott (County Board); Grady Hartman (Sheriff's Office); Deb Shawl (Branch II); LuAnn Brunette, Bruce Stefonek (Buildings & Grounds); Freeman Bennett (Highway); Karl Jennrich (Planning & Zoning/Land & Water Conservation)

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

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the 1<sup>st</sup> Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

**APPROVE AGENDA**

Motion by Hintz to approve today's agenda, allowing the Chairman to move agenda items around as needed. Second by Pederson. All members present voting 'Aye'. Motion carried.

**APPROVE MINUTES**

Motion by Fried to approve the minutes as presented in today's packet. Second by Cushing. All members present voting 'Aye'. Motion carried.

**ELECT VICE CHAIR**

Motion by Cushing to nominate Billy Fried as Vice Chairman of the Labor Relations/Employee Services Committee. Second by Pederson. All members present voting 'Aye'. Motion carried.

**EQUIPMENT OPERATOR/MECHANIC VACANCY REVIEW APPEAL**

Bennett reports that one of his Equipment Operators resigned and he is requesting this Committee void the vacancy review requirement in order to fill the position immediately. A brief discussion was held on the plans to fill this position, the previous eligibility list that was put together and the current job posting for new applicants. Bennett foresees several vacancies in the next year and hopes to have current vacancies filled prior to the start of the new Highway Commissioner. Motion by Fried to approve the request to void the vacancy review period as requested. Second by Hintz. All members present voting 'Aye'. Motion carried. Bennett will be working with Stefonek on this process. Charbarneau notes that LRES plans to work off the old eligibility list first.

**RESOLUTION: CREATE TWO EQUIPMENT OPERATOR POSITIONS AND HIGHWAY DEPARTMENT STAFFING**

Bennett discussed D.O.T. funding and jobs needed to be accomplished with this funding. Bennett states he has had to return unused funding in previous years due to a shortage of employees for all the projects that needed to be accomplished. Bennett foresees funding and projects (in and outside of Oneida County) increasing, including poly patching, bridge work and snow plowing. Bennett also discussed grant projects that were approved, which would require even more employees. Bennett notes his department has been doing snowplow work in other counties for several years. Fried inquires about the committee's previous approval for additional Highway Department

employees; Charbarneau clarified that the previous approval was for summer LTE's and this request is for two additional full-time employees. Fried asked Bennett what changed, causing the request for more employees. Bennett stated he received additional funding for poly patching and extended plow routes as well as performance based funding. Fried inquired and Bennett confirmed that the Highway Department revenues for these projects would far exceed expenses and in the event projects reduce in future years, there will be several department retirements that could help absorb the reduced labor needs. Motion by Cushing to approve the request for two Equipment Operator positions to be added to the Highway Department staff and to forward the resolution to the County Board. Second by Hintz. All members present voting 'Aye'. Motion carried.

#### **JUDICIAL ASSISTANT VACANCY REVIEW APPEAL**

Charbarneau introduced Deb Shawl and discussed her upcoming retirement from her position as Judicial Assistant for the Branch II Circuit Court. This position has already been approved to be filled by the Public Safety Committee and Charbarneau would like to get an employee hired prior to Shawl's retirement in order to do some overlap training. Charbarneau states Judge Bloom is requesting an external recruitment to be done for this position. A brief discussion was held regarding the strong need for this position. Motion by Hintz to approve the (Judicial Assistant) vacancy review appeal. Second by Pederson. All members present voting 'Aye'. Motion carried.

#### **CORRECTION OFFICER VACANCY REVIEW APPEAL**

Hartman reports that an Oneida County Correctional Officer accepted a Deputy position with Chippewa County. Hartman requests to fill this vacancy immediately. Hartman states that interviews are complete and he is set to fill this position upon committee approval. Brief discussion held. Motion by Fried to approve the (Corrections Officer) vacancy review. Second by Cushing. All members present voting 'Aye'. Motion carried.

Charbarneau led a brief discussion with the Committee on the difference between internal and external recruitments.

#### **ASSISTANT FACILITIES DIRECTOR VACANCY REVIEW APPEAL**

Due to Stefonek accepting the Highway Commissioner position, Brunette requests approval to fill the Assistant Facilities Director position that Stefonek will vacate. Brunette requests to do this as soon as possible in order to allot time for overlap training prior to Stefonek moving to the Highway Department full-time in early July. Charbarneau discussed the transition and plans to do an external recruitment for this position. Brunette states overlap training will provide continuity for the department given the large number of projects currently in progress. Motion by Hintz to approve the Assistant Facilities Director vacancy review, contingent on Committee of Jurisdiction approval. Second by Cushing. All members present voting 'Aye'. Motion carried.

#### **AIS COORDINATOR VACANCY REVIEW APPEAL**

Charbarneau reports that interviews for the County Conservationist position are now complete and the position was offered to the AIS Coordinator, Michele Sadauskas. Charbarneau states they are now looking to fill Sadauskas's position. Mott discussed Sadauskas's excellent performance as the AIS Coordinator and noted that she also displayed a vast knowledge of other areas of the conservation field in her interview, making her a clear choice for the position. Fried suggested keeping Sadauskas as the AIS Coordinator and County Conservationist and instead hiring an additional support staff for Land and Water Conservation. Charbarneau felt that this would be too

much for one person since the duties of the AIS Coordinator occur year round. Jennrich discussed department management over the last year and the work Sadauskas has done in the absence of the former County Conservationist, Jean Hansen. Jennrich provided background on the creation of the County Conservationist position back in 2007 and the goal to protect Oneida County's natural resources. Fried reiterated that he wants to make sure the department is structured correctly in order to get the most from staff and funding for the benefit of Oneida County. Further discussion by Jennrich on programs and funding. Mott feels Sadauskas should take her new position and allow time for the department to work together in order to see what would work best. Motion by Cushing to approve the AIS Coordinator vacancy review, contingent on Committee of Jurisdiction approval. Second by Pederson. All members present voting 'Aye'. Motion carried.

#### **CARLSON DETTMANN SCOPE OF SERVICES**

Brief discussion. Committee agrees to move this agenda topic to the next meeting.

#### **WELLNESS/HEALTH UPDATES**

None

#### **OUT-OF-COUNTY TRAVEL**

Charbarneau requests to attend the 2016 WACPD Spring Conference in Sturgeon Bay. Motion by Fried to approve the travel as requested. Second by Cushing. All members present voting 'Aye'. Motion carried. Fried led brief discussion on his concerns with the proposed wage study review. Hintz further discussed topic.

#### **VOUCHERS, REPORTS AND BILLS**

Brief discussion on vouchers and bills presented. Motion by Hintz to approve the vouchers as presented. Second by Fried. All members present voting 'Aye'. Motion carried.

#### **FUTURE MEETING DATES**

May 11, 2016 at 9:00 a.m.

May 25, 2016 at 9:00 a.m.

#### **FUTURE AGENDA TOPICS**

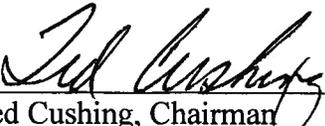
Carlson Dettmann Scope of Services

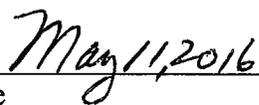
#### **PUBLIC COMMENTS**

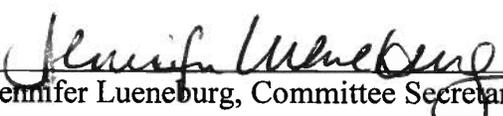
None

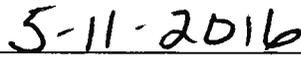
#### **ADJOURNMENT**

Motion by Hintz to adjourn. Second by Pederson. All members present voting 'Aye'. Motion carried. Meeting adjourned at 9:54 a.m.

  
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Ted Cushing, Chairman

  
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Date

  
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Jennifer Lueneburg, Committee Secretary

  
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Date