

## LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

February 24, 2010

**MEETING CALLED TO ORDER** by Chairman John Young at 9:00 a.m. at the Oneida County Courthouse, County Board 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); Tammy Walters (Veteran Service); Patti Wrycha (Highway); John Sweeney (Sheriff); Bob Brusco (County Clerk).

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 Holewinski, second by Dean to approve the minutes of February 10, 2010. Motion carried; all ayes.

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

### Non-rep Step Consideration

Potters told the committee that he had met with all of the non-rep employees individually during the last week of January. He continued that there were many comments but not many ideas on solutions. Things that were brought up: recognize years of service; employees told they made less than comparables to begin with but made up for it at the end of the pay scale; people took jobs looking down the road, now they are not getting what was promised. Potters told the committee that it was important that they look at many ways to save money in the future.

Sorenson distributed a document she prepared and went over the data of comparables for the non-rep wage schedule.

The committee reviewed several different ideas to redesign or amend the current non-rep pay schedule. The committee also discussed performance evaluations tied to step increases. Young reminded the group that in past years when committees of jurisdiction completed performance evaluations they were not always factual. That in several

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

February 24, 2010

Page 2

circumstances those performance evaluations came back to haunt the County when trying to discipline employees.

Dean agreed that it was difficult for Committees of Jurisdiction to do annual evaluations on Department Heads. Dean indicated that it was the committees job to make sure the department was going in the right direction, not to micro manage everything that the department did.

John Sweeney told the committee that he could not agree with no evaluations for department heads. Sweeney continued that it was important for committees to set goals, objectives and policies for the department head to reach and if not reached the department head should not get a step increase.

Patti Wrycha told the committee that the Highway Committee has a really good handle on what is happening at the Highway Department. They are not micro managing the department, but are well informed. She also told the committee that step increases in the past were a given. She continued that she was in support of adjustment to wages being based on performance.

Bob Brusio told the committee that the current non-rep plan that was done by CDA, as they are the experts in the field of compensation studies. The County paid big bucks to have the plan created for the benefit of the County. He continued that this is a long range plan and that jumping back in during the short term and changing the plan is going back to knee jerk reactions.

Desmond added that in reviewing the CDA Study there were fifteen comparables used, Margie's study used nine counties of which six were in the CDA study. He continued that the County should use the same fifteen counties to do a comparable, which would be fair and legitimate in the eyes of the non-rep employees.

Cushing agreed with validating the comparables and developing a performance evaluation tool.

Holewinski stated that the County has made promises to non-rep employees, and he has a problem going against that now. He continued that there are other ways to save money. He said he is willing to look at performance evaluations with the County Coordinator more involved.

Motion by Holewinski, second by Cushing to leave the Non-rep Step Plan as is, and to have Potters, Desmond and Sorenson develop possibilities for performance evaluations and bring back to the committee at a future date. Motion carried; all ayes.

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

February 24, 2010

Page 3

Military Leave Policy

Potters told the committee that he and Tammy Walters have updated the Military Leave Policy for the County to encompass changes in State and Federal Laws. He continued that the Corp Counsel needed to review the documents before the Committee could approve it.

Motion by Cushing, second by Wickman to direct Potters and Desmond to investigate current situation regarding processing of WRS contributions for employees on Military Leave and to review final Military Leave Policy to bring back to LRES at a future meeting date. Motion carried; all ayes.

Employee Recognition Program

Potters explained to the committee that the LRES Budget contains a line item for employee recognition which includes retirement plaques. He continued that there are many plaques that have not been picked up and perhaps it is time to revisit the program.

Holewinski suggested that Employee Service Awards be spread out over several County Board Meetings instead of all at one meeting.

Motion by Cushing, second by Holewinski to mail out retirement plaques that have not been picked up and to spread out future awards over more than one County Board Meeting. Motion carried; all ayes.

Resolution: Create Assistant Tobacco Control Coordinator

Motion by Cushing, second by Holewinski to approve the resolution to create a part-time Tobacco Control Coordinator position and forward it to the Finance Committee for further consideration. Motion carried; all ayes.

Resolution: Senate Bill-GHT

Jack Young explained to the Committee that this could affect the County as there are other Counties in the pool under Group Health Trust (GHT) that have self funded health insurance plans.

Motion by Cushing, second by Wickman to approve and forward the resolution regarding Senate Bill 466 to the County Board for further consideration. Motion carried; all ayes.

Wellness Update

Young updated the committee on new members under Group Health Trust (GHT). He noted that most of them are school districts.

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

February 24, 2010

Page 4

Safety Officer

Bob Brusco told the committee that the Finance Committee had completed an RFP for Worker's Compensation and Liability Insurance for 2010. Several of the companies that were contacted did not submit bids because Oneida County does not have a safety program. They indicated that Oneida County was an accident waiting to happen. Brusco continued that it was important to have a safety officer that has authority to deal with accidents. Brusco suggested that the County Coordinator be assigned those duties and responsibilities. He said it would be the goal of the County to level out the peaks and valleys of the experience modification factor and save the County money.

Potters told the committee that the Risk Management Team would be maintained, however he would then be responsible for carrying out the duties of a Safety Officer. This would make the County proactive, not reactive. He told the committee that it would take approximately five to ten percent of his time, and the benefit would be the savings in the modification factor. He also added that Worker's Compensation has always been handled in the LRES Office and it would make sense to have the function remain there.

Potters told the committee that there is money available in the Risk Management Budget as well as money from the state for training for himself.

Motion by Cushing, second by Holewinski to recognize the need for a Safety Officer and add those duties to the job description of the County Coordinator. Motion carried; all ayes.

Future Meeting Dates

March 11, 2010 9:00a.m. Deputy Mediation

March 24, 2010 9:00a.m. Regular Meeting

Future Agenda Topics

Annual Exam Statistics

Service Reductions

Performance Evaluations

Military Leave Policy

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

Meeting adjourned at 11:25 a.m.

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John R. Young, Chairman

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Lisa Charbarneau, Comm. Secretary