

LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

July 7, 2010

MEETING CALLED TO ORDER by Chairman John Young at 10:15 a.m. at the Oneida County Courthouse, Committee Room #2.

COMMITTEE MEMBERS PRESENT: John Young, Ted Cushing, Scott Holewinski and Sonny Paszak.

COMMITTEE MEMBERS ABSENT: Paul Dean (excused).

ALSO PRESENT: John Potters, Lisa Charbarneau (Labor Relations/Employee Services); Margie Sorenson (Finance); Brian Desmond (Corporation Counsel); Paul Spencer, Mary Rideout (Social Services); Mary Bartelt (County Clerk); Tom Leighton (Register of Deeds); Nick Scholtes (Highway); Peter Wolk, Gary Baier (Supervisors); Kevin Boneske(Daily News)

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 Paszak, second by Holewinski to approve the amended agenda for the present meeting. Motion carried; all ayes.

Motion by Cushing, second by Holewinski to approve the minutes of June 9, 2010. Motion carried; all ayes.

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

Social Services Account Clerk II Vacancy Review Appeal

Paul Spencer came before the committee with a request to waive the six month vacancy period for an Account Clerk II in his department. Spencer explained that only 24% of the position is funded by County tax levy and the department would have to cover the work with over time wages.

Motion by Holewinski, second by Cushing to waive the six month waiting period for the Account Clerk II position in Social Services. Motion carried; all ayes.

County Clerk Chief Deputy Vacancy Review Appeal

Mary Bartelt came before the committee with a request to waive the six month vacancy period of the Deputy II position in her office. She explained that she has the authority by State Statute to appoint the Deputy II and in fact she had already done so.

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Motion by Paszak, second by Holewinski to waive the six month vacancy period for the County Clerk Deputy II position. Motion carried; all ayes.

County Clerk Deputy I Vacancy Review Appeal

Bartelt came before the committee with a request to waive the six month vacancy period for the Deputy I position in her office, created by the appointment of the incumbent Deputy I to the Deputy II position. She explained the need for State training for the new Deputy I position to work on the elections. Also, that it is mandatory for the employee to be deputized in order to sign marriage licenses.

There was also discussion regarding the processing and delivering of mail.

The committee asked if an employee could be deputized in both the County Clerk and Treasurer's Offices. Bartelt indicated she did not know.

Corp Counsel Desmond indicated he believed that an employee could be deputized in both offices.

John Potters went over several options the committee could consider for the Deputy I vacancy.

Young reminded the committee that there would be a short fall in the budget for 2010. The interest rates are still low for investments, income coming in is down and the County can not continue to keep taking money from the general fund for operating expenses.

Paszak asked about the possibility of job sharing with another employee who could be spared from another department.

Potters explained that the County has been doing that for some time already and it has been working well.

Motion by Cushing, second by Paszak to waive the six month vacancy period for the Deputy Clerk I position; reducing the position to 50%, having mail delivered to the Courthouse with departments picking up their mail, have another department responsible to the Finance Committee for agendas and minutes and allow the County Clerk to return to the LRES Committee with concerns or additional requests. Motion carried; all ayes.

Executive Session

Motion by Holewinski, second by Paszak to adjourn to closed session pursuant to section 19.85 (1) (c) Wis. Stats for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee. Roll call vote taken with all voting in the affirmative. Motion carried.

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Discussion held in closed session.

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

The following motion was made during the above closed session and announced in open session:

Motion by Holewinski, second by Cushing to place the candidate for the newly created Shop Superintendent position at Grade Level 11, Step 2 of the Non-represented Pay Plan. Roll call vote taken with all voting in the affirmative. Motion carried.

LTE & Citizen Member Wage Schedules for 2011

Motion by Holewinski, second by Young to maintain the 2010 LTE & Citizen Member wage schedule for 2011. Motion carried; all ayes.

Health Care Reform & Effect on Local Government Report

Jack Young and Lisa Charbarneau gave updates on training they had both attended regarding the implementation of the health care reform. Both indicated that Group Health Trust is on top of the situation and will keep the County updated.

Annual Exam Summary

The committee reviewed a report from Group Health Trust regarding the number of employees who get their annual exam each year. The committee discussed possible incentives to get employees to have their annual exams each year.

Wellness/Health Updates

Young stated that GHT would still be refunding dollars spent on wellness incentives. He also noted that along with the scholarships offered to students participating in a nursing program, GHT was also offering a scholarship to students participating in a doctor program.

Performance Appraisals

Potters gave an overview of his recommendation of which performance appraisal forms the County should implement for department heads. Potters explained that he had shared the forms with the department heads at their last meeting.

Motion by Holewinski, second by Paszak to direct John Potters to develop a policy and procedure for the performance appraisal system as presented and bring back to the LRES Committee in August. Motion carried; all ayes.

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Department Information Document

Motion by Holewinski, second by Paszak to approve the Departmental Information Document as presented and forward to the Finance Committee. Motion carried; all ayes.

Future Meeting Dates

July 28, 2010 9:00a.m.

Future Agenda Topics

Service Reductions

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

Meeting adjourned at 12:00 p.m.

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John R. Young, Chairman

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Lisa Charbarneau, Comm. Secretary