

MINUTES
MONDAY, SEPTEMBER 20, 2021 – 9:00 AM
PERSONNEL & WAGES COMMITTEE OF
OCONTO COUNTY BOARD OF SUPERVISORS
CONFERENCE ROOM #1003/1004 – 1st FLOOR COURTHOUSE BLDG “A”
301 WASHINGTON STREET, OCONTO, WI 54153-1699
www.co.oconto.wi.us

(Draft minutes, not yet approved)

COMMITTEE PRESENT: Karl Ballestad, Dave Christianson, Gary Frank, Elizabeth Paape; Rose Stellmacher

COMMITTEE ABSENT:

OTHERS PRESENT: Kevin Hamann, County Administrator; Beth Ellingson, Corporation Counsel; Paul Bednarik, County Board Chair; Sharon Aubry, Administrative Assistant III-Admin/HR/EM; Lisa Sherman, Finance Director; Shelly Schultz, Human Resources Director;; Jody Armagost, Deputy Health & Human Services Director; Todd Skarban, Sheriff; Wayne Sleeter, TS Director; Trisha Le Febre, Clerk of Courts; Jordan Dycus, Admin Assist DA office; Betty Bickel, HHS Business Manager; Chris Brooks, Child Support Director; Kim Pytleski, County Clerk; Cheryl Sandberg, Child Support Enforcement Specialist; Brandon Hytinen, Highway Commissioner

TIME MEETING BEGAN: 9:00 a.m.

1. Approval of Agenda

A. Change of Sequence – Move 15 after 4

B. Removal of Items – None

Motion by Christianson/Stellmacher to approve the agenda as amended. The motion was voted on and carried.

2. Approval of Minutes of Previous Meeting

Motion by Ballestad/Christianson to approve minutes of previous meeting held on August 16, 2021 as presented. The motion was voted on and carried.

3. Communications – None

4. Monthly Employee Update Report – August 2021

Schultz reviewed the report with the Committee. Discussion followed. Informational only, no formal action taken.

5. Resolution 2022 General Employee Compensation Plan

Schultz reviewed the proposed plan once again which now includes the changes discussed at the last Personnel & Wages Committee meeting. Schultz provided the Committee members with a list of employees and how the new plan would reflect on each employees wage, the handout was reviewed. Discussion followed. Motion by Ballestad/Christianson to recommend for approval to the County Board the resolution on the 2022 General Compensation Plan. The motion was voted on and carried.

6. Resolution – County Board Compensation for 2022-2024

Hamann questioned if Committee still wants this presented at County Board on Thursday. Discussion followed. Personnel and Wages Committee is requesting to continue discussion with County Board on this topic Thursday. Pytleski states that if the County Board Compensation Plan is approved as presented prior to committee structure approval, there could be budgeting issues. Need Committee structure to be determined first, prior to County Board Compensation Plan. Pytleski updated Committee on research of various Committee combinations. Pytleski asking for feedback on setting wages. Discussion followed. Consensus is to leave on County Board agenda for Thursday for further discussion. Pytleski will design and bring back for feedback. Informational only, no formal action taken.

7. Monthly CPI-U Percentage Report

	June	July	August	3 year average
Federal CPI	5.4%	5.4%	5.3%	2.13%
Midwest CPI	5.8%	5.9%	5.7 %	1.94%
WERC	Not Available	Not Available	Not Available	Not Available

Discussion followed. Informational only, no formal action taken.

8. Resolution – 2022 Health Insurance Proposals

Schultz reviewed the health rates with recommendation to go with WEA for medical and maintain Delta for dental. Motion by Stellmacher/Paape recommend for approval to the County Board the on the Health Insurance Carrier for 2022. The motion was voted on and carried.

9. Resolution – Voluntary Vision Proposal

Schultz reviewed the vision proposals received. Delta Vision is being recommended based on rates and coverage. Discussion followed. Motion by Paape/Christianson to recommend for approval the resolution on the Voluntary Vision Carrier for 2022. The motion was voted on and carried.

10. Resolution – Public Safety Applications/Forensic Analyst Position Approval

Sleeter reviewed the resolution with the Committee. Skarban explained the need for the position. Discussion followed. Committee is requesting that resolution have the wage and fringe amount shown separate and then totaled. Motion by Paape/Ballestad to recommend for approval to the County Board the resolution on the Public Safety Applications Administrator & Forensic Analyst as discussed. Motion was voted on and carried.

11. Resolution – Network Specialist Position Approval

Sleeter reviewed the position and the reason for position with the Committee. Technology Services Committee agrees this position is needed. Discussion followed. Fiscal impact is needed on this resolution. Motion by Christianson/Stellmacher to recommend for approval to County Board the resolution regarding the Network Specialist Position as discussed. The motion was voted on and carried.

12. Resolution – PT Treasurer Position Approval

Finance has approved moving from the part time Treasurer Administrative Assistant from 15 hours per week to 25 hours per week and cease the job share with UWEX. Discussion followed. Motion by Paape to recommend for approval to the County Board the change in the hours for the Administrative Assistant in the Treasurer's Office from 15 to 25 hours per week. Motion died for lack of a second.

13. LTE for UW Extension Approval

Schultz reviewed the change from the Administrative Assistant position 10 hours per week to LTE only. Motion by Ballestad/Stellmacher to change the Administrative Assistant position in the UW Extension office from 10 hours per week to an LTE position. The motion was voted on and carried.

14. Health Insurance Claims Report

Aubry reviewed the claims report with the Committee. Informational only, no formal action taken.

15. Discussion and Possible Action of Vaccine Mandate

Hamann reviewed Executive Order. Local Governments are not covered under OSHA, but under Safety and Health Program of which certain sections of OSHA laws are mirrored. If the new rule were to be incorporated in a section of OSHA that is currently mirrored by Safety and Health, then we would have to review for County policy and compliance. Guidance still has not been given on any of the items. County is not in a position at this time, due to lack of information, to give further information or make any policy decisions in the matter. Informational only, no formal action taken.

16. Human Resources Department – 2021 Budget Report

Schultz reviewed the 2021 Human Resources budget with the Committee. Informational only, no formal action taken.

17. Announcements/General Information (No Action to be Taken) - None

18. Set Next Meeting Date

Date of next regular meeting: Monday, October 18, 2021 at 9:00 a.m.

19. The Committee may adjourn to closed session, pursuant to s. 19.85 (1)(e), Wis. Stats. to discuss Oconto County's bargaining position with regard to Wisconsin Police Professional Association (WPPA) - Sheriff Deputy's working agreement. Motion by Ballestad/Stellmacher to adjourn to closed session at 10:32 a.m. The motion was voted on and carried.

20. The Committee shall reconvene to open session, pursuant to s. 19.85(2), Wis. Stats., to conduct all legal business. Motion by Christianson/Paape to return to open session at 10:44 a.m.

21. Adjournment

The meeting was adjourned by the Chair at 10:44am

Sharon Aubry, Recording Secretary

Posted 09-23-2021