

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
First Floor Conference Room, Oneida County Courthouse
December 20, 2017

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

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Darcy Smith (Finance); Lynn Feldman (UW Extension); Robb Jensen, Bob Mott (County Board); Steve Nelson (UW-Extension Area Director)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the First Floor Conference Room of the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Hintz to approve today's agenda and for the Chairman to move around (topics) as needed. Second by Pederson. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Paszak to approve the minutes of December 5th. Second by Pederson. All members present voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Brief discussion held on training costs for Workman's Compensation training attended by LRES staff. Motion by Fried to approve the vouchers and bills as presented. Second by Hintz. All members present voting 'Aye'. Motion carried.

UW EXTENSION MEMORANDUM OF UNDERSTANDING & 2018 AGENT CONTRACTS

Charbarneau discussed the UW Extension MOU (Memorandum of Understanding). Charbarneau reports that Corporation Counsel Desmond has been reviewing the UW Extension MOU and contract, and doing research on wording he has concerns on in the MOU. Nelson was introduced, noting that he is the UW Extension Area Director for Florence, Forest, Vilas and Oneida Counties. Nelson reports that Corporation Counsels state-wide have worked on the UW-Extension contract wording in order to clarify the wording regarding how unused funds are returned to counties. Nelson says he has brought the wording issues before a forum and is waiting for feedback. Overall, Nelson feels the contract gives the county flexibility and input into the working relationship and guidelines as they move forward with the UW Extension reorganized program model. Mott provided further input on the MOU wording and read the portion of the MOU regarding unused funds. Nelson provided a handout to the Committee that he felt explained the legal wording in more depth. Discussion held on the contract approval process. Smith provided input on the financial aspects of the contract, noting that the 2018 contract comes in less than the 2017 contract. Fried voiced concerns about the Committee approving the contract and would prefer to wait until Corporation Counsel is done with his review of the contract and MOU. Charbarneau notes that Desmond didn't want the Committee to approve the MOU at this time. Motion by Cushing to approve items 3a and 3b for the (UW Extension) contract between Oneida County and the UW Board of Regents, with the balance of the contract to be forwarded to the Corporation Counsel for his review and approval. Second by Paszak. All members present voting 'Aye'. Motion carried.

UW EXTENSION ADMINISTRATIVE SUPPORT DISCUSSION AND RESOLUTION

Charbarneau reports that previously UW Extension Administrative Support has consisted of two 80% positions, in which one of the positions has been vacant since January 2017 and an LTE has been used to complete the duties. Feldman is requesting to make one of these positions full-time and the second position 53% (20 hours per week), with Charbarneau noting that this would actually be a slight staffing reduction. Lynne feels this change would make for better coverage in the office and would be a better way to meet departmental needs. Smith's fiscal impact shows that this change would result in an increase of \$2,894 in the event the full-time position takes health insurance. Fried inquired and Feldman discussed reasons for the proposed changes. Mott provided further input on the reasons for the request, including the importance of the current LTE being kept on into the full-time position due to their knowledge base in helping to plan and run the Oneida County Fair. Pederson provided comment on the importance of looking at the person rather than the position in this case. Cushing concurs with Pederson's thoughts. Motion by Cushing to approve the request. Second by Pederson. Fried voices further concerns about decreasing staff, increasing costs and all based on no UW Extension contract yet in place; Hintz concurs with Fried and feels the topic should be continued into a future meeting so that the contract and MOU can be put into place first. Mott notes that the financial part of the contract is already approved which is the most important part, so whatever hang-up's there are on the rest of the contract will not change factors that help the Committee decide on this request. Cushing withdrew his motion and Pederson withdrew her second to the motion. Topic to be discussed further once the contract and MOU are finalized.

PUBLIC HEALTH VACANCY REVIEW APPEALS – WIC/ACCOUNT CLERK AND REGISTERED DIETITIAN

Conlon reports that she will have two vacancies within her WIC (Women, Infants and Children) program for a WIC/Account Clerk and Registered Dietitian/WIC Director due to one employee retiring and one employee accepting a better job offer. Conlon is requesting to fill both of these positions and for a waiver of the six-month waiting period. Conlon says due to the last Dietician recruitment taking eight months (due to lack of qualified applicants), she would like to start the recruitment as soon as possible. The WIC program is 100% non-tax levy funded and due to some WIC caseload reductions, Conlon is willing to fill both positions at a reduced amount. Conlon notes that the Committee of Jurisdiction has approved filling both positions. Motion by Cushing to accept the vacancy review requests for the Registered Dietitian and WIC Clerk as presented, with the understanding that both positions are covered by state funding. Second by Paszak. All members present voting 'Aye'. Motion carried.

CLOSED SESSION

Motion by Pederson, second by Paszak to adjourn into closed session pursuant to Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topics: Equipment Operator Compensation, Human Resources Director compensation, closed session minutes of 12/5/17 meeting); and Section 19.85 (1)(d) for considering strategy for crime detection or prevention (Topic: Security).

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 9:53 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Smith, Hartman

RETURN TO OPEN SESSION

Motion by Paszak to return to open session. Second by Pederson. Roll call vote taken with all voting in the affirmative. Motion carried. Returned to open session at 10:22 a.m.

The following actions were taken in closed session:

- Motion by Paszak, seconded by Hintz to approve the closed session minutes. Roll call vote taken and motion was unanimously approved.
- Discussion was held on security; no actions taken.
- HR Director compensation was discussed; no actions taken.

Based on closed session discussion, the following motion were made in open session:

- Motion by Fried, second by Paszak to approve the Equipment Operator six-month evaluation and additional step. Roll call vote taken with all voting in the affirmative; motion carried.

FUTURE MEETING DATES

January 10, 2018 at 9:00 a.m.

January 23, 2018 at 1:00 p.m.

TRAVEL REQUEST – WCA LEGISLATIVE EXCHANGE 2018

Charbarneau reports that the next Legislative Exchange is set for February 6-7, 2018 and she requests permission for herself and any of the LRES Committee members to attend this conference in Madison. Motion by Hintz to approve the travel request to the WCA (2018) Legislative Exchange, being open to both Committee members and Charbarneau. Second by Paszak. All members present voting ‘Aye’. Motion carried.

FUTURE AGENDA TOPICS

Paid Time Off

UW Extension contracts and staffing

Courthouse security (closed session)

PUBLIC COMMENTS

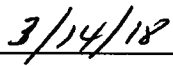
None

ADJOURNMENT

Motion by Hintz to adjourn meeting. Second by Pederson. All members present voting ‘Aye’. Motion carried. Meeting adjourned at 10:26 a.m.



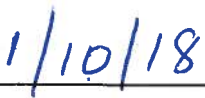
Ted Cushing, Chairman



Date



Jennifer Lueneburg, Committee Secretary



Date