

## LABOR RELATIONS/EMPLOYEE SERVICES COMMITTEE MINUTES

August 25, 2010

MEETING CALLED TO ORDER by Chairman John Young at 9:00 a.m. at the Oneida County Courthouse, First Floor Conference Room.

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); Ken Korten Hof (Emergency Management); Linda Conlon (Public Health); Paul Spencer (Social Services); John Sweeney, Jim Wood (Sheriff); Nick Scholtes (Highway); Mike Bloom (District Attorney); Tammy Walters (Veteran Service); Dan Kuzlik, Nancy Hollands (UW Extension); John Bilogan (Forestry); Sue Piazza (Dept on Aging); Phil Puza (Solid Waste); Gary Baier, Peter Wolk (Supervisors); Kevin Boneske (Rhineland Daily News).

The Vice 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 Paszak to approve the amended agenda for the present meeting. Motion carried; all ayes.

Motion by Paszak, second by Cushing to approve the minutes of July 28, 2010. Motion carried; all ayes.

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

Chair Young took over the meeting.

### Emergency management 2011 Staffing Requests

Ken Korten Hof brought three LTE staffing requests before the committee for 2011. He reminded the committee of the restructuring they had previously approved in July 2010.

Motion by Cushing, second by Paszak to approve the Emergency Management Department requests for Deputy Emergency Management Directors, Hazmat Chief and Hazmat Team Members for 2011 as presented. Motion carried; all ayes.

### Public Health Contract with Registered Dietitian

Linda Conlon explained to the committee that she had received a one time grant for \$23,281 from the CDC to have a registered dietitian work with both hospital

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administrations regarding policies and procedures for breastfeeding. Conlon told the committee that the Corporation Counsel Office had reviewed the contract.

Public Health 2011 Staffing Request

Conlon presented three LTE staffing requests for 2011.

Motion by Holewinski, second by Cushing to approve the Public Health Department requests for LTE Clerical, Intern, Public Health Nurse and Registered Dietitian contract as presented. Motion carried; all ayes.

Public Health Justification of Non-tax Levy Positions

Conlon provided a list of the non-tax levy positions within her department. She explained that all of the resolutions creating these positions state if the money decreases so do the positions. She continued that all of the positions are being funded at the same level and will remain as presented.

Motion by Cushing, second by Paszak to approve the Public Health non-tax levy positions as presented. Motion carried; all ayes.

Economic Support Supervisor Vacancy Review

The committee reviewed a request from Paul Spencer to fill the Economic Support Supervisor position in his department. Spencer explained that the incumbent employee is retiring.

Motion by Cushing, second by Holewinski to approve the Economic Support Supervisory vacancy request as presented. Motion carried; all ayes.

Social Services Justification of Non-tax Levy Positions

Spencer provided a list of non-tax levy positions in his department. Spencer explained to the committee that with the implementation of Family Care in 2013 or 2014, there will be a decrease in staff in his department. This decrease in staff will also decrease revenue generated by some of those positions.

Motion by Holewinski, second by Cushing to approve the Department of Social Services non-tax levy positions as presented. Motion carried; all ayes.

Sheriff Department 2011 Staffing Requests

Motion by Paszak, second by Cushing to approve the LTE Correction Officer position as presented. Motion carried; all ayes.

Motion by Cushing, second by Paszak to approve the Patrol Deputy State Community Policing Grant position as presented. Motion carried; all ayes.

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John Sweeney presented a staffing request for the Dive Team for 2011. Sweeney indicated that he would like to reduce the dollar amount that was originally placed on the form to \$17,976.

Motion by Cushing, second by Paszak to approve the LTE Staffing request for the Dive Team with the reduced amount of \$17,976 as presented. Motion carried; all ayes.

Sheriff Department Justification of Non-tax Levy Positions

Motion by Cushing, second by Holewinski to approve the Sheriff Department Non-levy tax positions as presented. Motion carried; all ayes.

Correction Officer Vacancy Review

Lisa Charbarneau explained this vacancy is due to a retirement in the Jail. This position is required to remain vacant for eight weeks under the Vacancy Review Policy.

Motion by Cushing, second by Paszak to approve filling the Correction Officer position at the Sheriff's Department as presented. Motion carried; all ayes.

2011 Staffing Requests

Clerk of Court

Motion by Young, second by Holewinski to approve \$6,000 for LTE Bailiffs for the Clerk of Courts Office for 2011. Motion carried; all ayes.

Highway

Motion by Paszak, second by Holewinski to approve four LTE laborers for the Highway Department for 2011 as presented. Motion carried; all ayes.

District Attorney

Motion by Cushing, second by Paszak to approve the LTE Summer Law Clerk for the District Attorney's Office for 2011 at a cost of \$2,500 as presented. Motion carried; all ayes.

Branch I and II

Motion by Cushing, second by Paszak to approve the LTE Law Clerk for Branch I and II through the end of the current contract in June 2011, at that time the addition of single health insurance coverage and no WRS participation should be added to new contract. Motion carried; all ayes.

Veteran Service

Motion by Holewinski, second by Paszak to approve an LTE Receptionist for 75 hours in the Veteran Service Office for 2011 as presented. Motion carried; all ayes.

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UW Extension

Motion by Paszak, second by Cushing to postpone UW Extension Agent contracts to the next LRES meeting and have Dan Kuzlik provide agent work plans to the committee before the meeting on September 7, 2010. Motion carried; all ayes.

Motion by Holewinski, second by Paszak to approve the LTE Horticulture Assistant as presented. Motion carried; all ayes.

Motion by Paszak, second by Cushing to approve the LTE Fair Manager position as presented for 2011 with the Committee to review charging attendees and determining exact attendance. Motion carried; all ayes.

Motion by Cushing, second by Paszak to approve the LTE Fair Secretary as presented. Motion carried; all ayes.

Motion by Cushing, second by Paszak to approve two LTE AIS Project Assistants contingent upon 100% grant funding. Motion carried; all ayes.

Forestry

Motion by Holewinski, second by Paszak to deny a 50% Forester position as presented. Motion carried; all ayes.

Motion by Paszak, second by Cushing to approve two LTE Ranger positions for 2011 recommending the Forestry Department and Committee review current fee schedule for possible increases. Motion carried; all ayes.

Motion by Holewinski, second by Paszak to approve the Summer and Winter LTE requests for the Forestry Department as presented. Motion carried; all ayes.

Department on Aging

Motion by Holewinski, second by Paszak to approve LTE Bus Driver, Fitness Leader, Receptionist and eight Site Manager positions as presented with no tax levy funding. Motion carried; all ayes.

Solid Waste

Motion by Holewinski, second by Paszak to approve four LTE Recycling Assistant positions as presented contingent upon Committee of Jurisdiction approval. Motion carried; all ayes.

Motion by Holewinski, second by Paszak to approve an LTE Scale Assistant for 300 hours for 2011 as presented contingent upon Committee of Jurisdiction approval. Motion carried; all ayes.

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Motion by Paszak, second by Holewinski to approve the LTE Second Story Coordinator for 600 hours for 2011 contingent upon Committee of Jurisdiction approval. Motion carried; all ayes.

Motion by Young, second by Holewinski to approve the LTE Scale Operator for vacation coverage for 2011 as presented contingent upon Committee of Jurisdiction approval. Motion carried; all ayes.

Motion by Holewinski, second by Paszak to approve the LTE HazWaste for 160 hours as presented contingent upon Committee of Jurisdiction approval. Motion carried; all ayes.

2011 LRES Budget

Potters told the committee he was sending a letter to the Tourism Counsel about the Finance Committee's directive of reducing departmental budgets by 5% for 2011.

Young told the committee that the Finance Committee could reduce the amount that Oneida County contributes to them for 2011.

Motion by Holewinski, second by Paszak to approve the 2011 LRES Budget with a 5% reduction as presented. Motion carried; all ayes.

Travel Requests

Motion by Paszak, second by Holewinski to approve the attendance of Linda Herrmann and Lisa Charbarneau at the health insurance training in Wausau on August 27, 2010 as presented. Motion carried; all ayes.

Motion by Paszak, second by Holewinski to approve attendance of Lisa Charbarneau at the Wisconsin Association of Personnel Directors Fall Conference on September 16 and 17, 2010 as presented. Motion carried; all ayes.

Meeting Dates

September 7, 2010 9:00 a.m.

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

Meeting adjourned at 12:58 p.m.

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John R. Young, Chairman

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Lisa Charbarneau, Comm. Secretary

