

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
1st Floor Conference Room, Oneida County Courthouse
October 10th, 2018

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chairman, Billy Fried, Scott Holewinski and Sonny Paszak

LRES COMMITTEE MEMBERS ABSENT: Dave Hintz (Excused)

ALSO PRESENT: Jenni Lueneburg, Lindsey Kennedy (Labor Relations/Employee Services); Darcy Smith (Finance); Mary Rideout (Social Services); Bruce Stefonek (Highway); Robb Jensen (County Board); Lisa Jolin (Solid Waste)

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. The 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 Paszak to approve the agenda as presented. Second by Holewinski. All Committee members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the minutes of September 28th, 2018 as presented. Second by Holewinski. All Committee members present voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Lueneburg presented vouchers and bills in the amount of \$2,077.87. Brief discussion held. Motion by Paszak to approve the vouchers and bills as presented. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

SOCIAL WORK SUPERVISOR VACANCY REVIEW

Lueneburg presented an overview on the Social Work Supervisor – Ongoing Services and Family Unit vacancy. She stated that the current supervisor gave notice and her last day with Oneida County will be October 25th. Lueneburg stated that Rideout is here today to request that the vacancy be filled as soon as possible and in the event that one of the current social workers fills the position Rideout is requesting approval to fill any subsequent vacancies.

Rideout stated that the current supervisor is going to the regional office. Cushing questioned if the supervisor has a pre-employment agreement for repayment of training fees she has obtained through her employment with Oneida County. Rideout stated that currently supervisors are exempt from the training repayment policy but she is looking into changing the policy to include supervisor.

Rideout stated one problem with filling the social work supervisor positions is there is less interest and applications coming in from existing social workers. She stated 70% of her current social workers are making more than the starting supervisor wage. The 2018 pay range for the Social Work Supervisor position is \$51,246-\$70,280 (Grade level M). The social worker position is an exempt hourly position and therefore eligible for overtime; the supervisor positions are exempt salary and not eligible for overtime pay. Currently, many of the social workers are making more than the supervisors. For this reason the current social workers are not showing interest in open supervisory positions within the department. Brief discussion held. Motion by Cushing to waive the vacancy review as presented for the

social work supervisor position to include any subsequent vacancy that may come from filling the position. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

RESOLUTION: FINANCE TECHNICIAN TO FINANCIAL SPECIALIST AT HIGHWAY DEPARTMENT

Lueneburg presented an overview on the resolution. The resolution is to reclassify the Finance Technician position in the Highway Department to a Financial Specialist. In addition the position would be moved from a Grade level H to a Grade level I. This was previously approved by the LRES committee and recommended by Carlson Dettmann based on a review of the duties and responsibilities within the position. The hourly wage increase for the incumbent employee will go from \$23.88 (Grade level H, step 11) to \$24.13 (Grade level I, step 8). Smith stated the annual cost of this increase would be \$565 but as the employee moves up on the wage schedule the cost to the county will increase. Fried questioned whether this resolution should be sidelined until the overall wage study is done by Carlson Dettmann. Lueneburg stated the upcoming Carlson Dettmann study is going to evaluate the overall market values of Oneida County wages and the changes included in this resolution is based solely on the re-evaluation of the current job responsibilities of the highway finance technician position. Brief discussion held. Motion by Holewinski to approve the resolution of the Finance Technician to Financial Specialist at the Highway department as presented and forward to the County Board. Second by Paszak. Cushing, Paszak and Holewinski voted 'Aye'. Fried opposed. Motion carried.

RESTRUCTURE HIGHWAY AND SOLID WASTE INTO TWO SEPARATE DEPARTMENTS

Lueneburg stated there were amendments made to the resolution therefore the copies that the committee members received prior to the meeting don't reflect the corrections. Corrections include the effective date for the resolution is December 29, 2018 and additional language was added to line 27 to include clarification as to how the Solid Waste Lead position would move up on Grade level H of the wage schedule.

- **Resolution: Highway and Solid Waste Restructure** Jensen provided a history of the Highway and Solid Waste departments and background on why the departments were originally combined. Holewinski stated that the previous administrative cost for the management positions of the two departments was high and at that time it made sense to combine the department and management positions to save the county money. Fried stated the combining of the departments saved the county approximately \$80,000. The Public Works committee unanimously agreed that management duties and responsibilities have changed significantly and merit the proposed restructure. The resolution states the Public Works Committee has reviewed the current structure of the combined departments and did recommend to the LRES Committee that the structure should be changed to have two separate departments with the Solid Waste Department reporting to the Public Works Committee. The following changes will occur effective December 29, 2018:
 - Highway Commissioner/Solid Waste Director position is eliminated
 - Highway Commissioner position is created
 - Solid Waste Director position is created
 - Solid Waste Lead position is created at Grade Level H of the Non-exempt Wage Schedule
 - Committee of Jurisdiction will be Public Works for both departments

The fiscal impact of the restructure to the Solid Waste department would be an annual cost savings to Solid Waste of \$4,581 which would include the elimination of the allocation of 5% of salaries and fringe for the Highway Commissioner position in the amount of \$5,436. The step increase from Grade Level F, Step 5 to Grade Level H, Step 3 for the Solid Waste Lead position would be a cost of \$855 to the Solid Waste department. The Highway department would absorb the \$5,436 of Highway Commissioner salary cost through Levy and State Aids.

Motion by Paszak to approve the resolution to restructure the Highway and Solid Waste departments into two separate departments and forward to the County Board. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

FUTURE MEETING DATES

October 24, 2018 at 9:00 a.m.

November 7, 2018 at 9:00 a.m.

November 21, 2018 at 9:00 a.m.

FUTURE AGENDA TOPICS

2019 employee benefits

Carlson Dettmann Wage study

Vacancy Review Process – County Code Update

PUBLIC COMMENTS

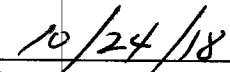
None

ADJOURNMENT

Motion by Cushing to adjourn meeting. Second by Paszak. All members present voting 'Aye'. Motion carried. Meeting adjourned at 9:49 a.m.



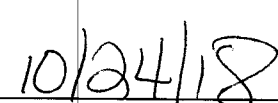
Ted Cushing, Chairman



Date



Lindsey Kennedy, Committee Secretary



Date