

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES)
COMMITTEE MINUTES
Committee Room #2, Oneida County Courthouse
February 15, 2023 9:00 a.m.**

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chairman, Scott Holewinski/Vice-Chairman and Diana Harris,

LRES COMMITTEE MEMBERS PRESENT VIA ZOOM: Bob Thome and Jim Winkler

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (LRES), Tina Smigielski (Finance); Sara Chiamulera (Land Information); Mike Fugle (Corporation Counsel); Troy Huber (Buildings & Grounds); Jason Rhodes (ITS); Terri Hook (Sheriff's Office); Steven Schreier, Linnaea Newman, Russ Fisher (County Board)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in Committee Room #2 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.

APPROVAL OF AGENDA

Motion by Thome to approve today's agenda. Second by Winkler. All Committee members voting 'Aye'. Motion carried.

APPROVAL OF MINUTES

Motion Holewinski to approve the minutes of February 1st. Second by Harris. All Committee members voting 'Aye'. Motion carried.

APPROVE BILLS, VOUCHERS AND LINE ITEM TRANSFERS

Motion by Holewinski to approve the bills and vouchers as presented. Second by Cushing. All Committee members voting 'Aye'. Motion carried.

PUBLIC COMMENTS

No comments from public on Zoom or in the meeting room.

ADDITIONAL COMPENSATION POLICY AND PROCEDURE

Charbarneau is working on this policy and has several department heads reviewing the draft policy. Charbarneau asked if Committee should put the requests on today's agenda on hold until the policy is finalized. Brief discussion held with committee agreeing to postpone requests until policy is finalized.

LAND INFORMATION AND REGISTER OF DEEDS OFFICES RESTRUCTURE

Charbarneau discussed the Aide/Deputy I position shared by the Land Information and Register of Deeds Offices. Based on discussion with the two offices, Charbarneau recommends moving the position to full-time in the Land Information Office, based on high needs in the Land Information Office, and workloads reducing in the Register of Deeds Office due to the dwindling real estate market. Holewinski asked about moving the position back to a 50/50 position down the road when workloads change; Charbarneau confirmed this is possible. Discussion held. Holewinski voiced concerns about the departments wanting to add more positions in the future as the Register of Deeds workloads return to normal. Discussion held.

RESOLUTION: LAND INFORMATION & REGISTER OF DEEDS OFFICE RESTRUCTURE

Based on previously discussed agenda topic, motion by Holewinski to approve the Land Information and Register of Deeds Office Restructure Resolution as presented. Second by Harris. All Committee members voting 'Aye'. Motion carried.

RESOLUTION: 911 TELECOMMUNICATOR COMPENSATION PACKAGE

Charbarneau discussed the difficulties in recruiting Telecommunicators and notes that few applicants have passed the computer skills test needed in order to move on in the Telecommunicator recruitment process. Charbarneau says an applicant has passed the testing and interview process and has received a job offer. The job offer would start the employee at Step 1 and in addition, the Sheriff would like to start the applicant out at Year 1 on the PTO schedule in order to retain this skilled applicant. Discussion held on strategies used by other employers to attract applicants. Hook confirms that the position requires a high level of skills and serves as the "hub" for much of the tasks done at the Sheriff's Office, thus an essential position. Motion by Harris to approve the resolution (regarding the additional new hire PTO) as presented and forward on to the County Board for further consideration. Second by Thome. All Committee members voting 'Aye'. Motion carried.

RESOLUTION CORRECTION: FOREPERSON PLACEMENT IN HWY WAGE SCHEDULE

Charbarneau discussed amendments that are needed to the Highway Foreperson Resolution that went to the County Board last month that accidentally listed both options in the original resolution. Charbarneau clarifies that the option that moves the Foreman to the next highest step that allows a \$0.50/hour increase is the correct option. Discussion held on fiscal impact. Motion by Harris to approve the amended resolution as presented and to forward it on to the County Board with a fiscal impact. Second by Cushing. All Committee members voting 'Aye'. Motion carried. Resolution to be marked as "consent item".

CHAPTER 4.12: GOAL REVIEW PROCEDURE

Based on discussion in previous meeting, Charbarneau provided updated Goal Review Procedure which changed the procedure from required annually to being done as appropriate based on department. Motion by Holewinski to approve Chapter 4:12 Goal Review Procedure. Second by Winkler. All Committee members voting 'Aye'. Motion carried.

CHAPTER 4.24: HIRING WAGE RATE AND PTO BENEFITS

Based on discussion held at the last Committee meeting, Charbarneau provided two options to amend the county code in determining hiring wages and PTO packages in order to encourage recruitment. Currently, the Human Resources Director may approve up to Step 6 on the wage schedule and up to 10 additional days of PTO to new hires who bring more experience and education to the position. Charbarneau proposes to change that process to speed up job offers by either Option 1, allowing the Human Resources Director to approve all compensation and PTO packages without prior Committee approval or Option 2, allowing the Committee Chair to approve compensation and PTO packages without the requests first coming to a Committee meeting for review. Charbarneau says in the past, the county has lost out on job offers due to not being able to offer the appropriate wage and/or PTO quickly and she feels streamlining the process is necessary, especially in the current competitive job market. Holewinski states he dislikes both options since it cuts the Committee's review out of the process which he feels is important. Cushing agrees with Charbarneau that the process needs to be adjusted to allow for a quicker response during the hiring process. Discussion held. Charbarneau was directed to bring some new options back to the Committee on the topic.

ORDINANCE AMENDMENT – CHAPTER 4 OF COUNTY CODE

Committee agrees to move the topic to the next meeting in order to finish discussing the hiring wage rate and PTO benefits policy agenda topic.

CLOSED SESSION

Motion by Holewinski, second by Winkler for the LRES Committee to go into closed session pursuant to Section 19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with the respect to litigation in which it is or is likely to become involved. (Topic: Case: 3:22-cv-00460-wmc), and Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee (Topic: Assistant Facilities Director Compensation, Technical Support Compensation)

Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 9:31 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Fisher, Huber, Newman, Schreier, Rhodes and Fugle.

RETURN TO OPEN SESSION

Motion by Harris, second by Thome to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 10:10 a.m.

Cushing reports in closed session, no decisions or motions were made. Based on closed session discussion the following motions were made in open session:

Motion by Holewinski to give the Assistant Facilities Director additional compensation from Step K4 to Step K5 with the money to come out of the Buildings & Grounds budget. Second by Thome. Roll call vote taken with all voting ‘Aye’. Motion carried.

Motion by Harris to move the Technical Support position from Step H2 to Step H3 with funding to come from the ITS budget. Second by Cushing. Roll call vote taken with all voting ‘Aye’. Motion carried.

PUBLIC COMMENTS

No comments from public on Zoom or in the meeting room.

FUTURE AGENDA TOPICS

None discussed

FUTURE MEETING DATES

~~March 2, 2023 at 10:30 a.m.~~ CANCELED

March 15, 2023 at 9:00 a.m.

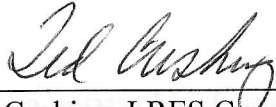
March 29, 2023 at 9:00 a.m.

April 12, 2023 at 9:00 a.m.

April 27, 2023 at 9:00 a.m.

ADJOURNMENT

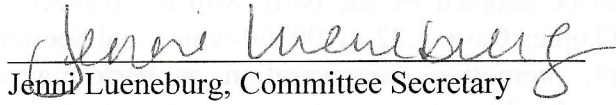
Cushing announced the adjournment of the LRES Committee meeting at 10:20 a.m.



Ted Cushing, LRES Committee Chairman

3/15/23

Date



Jenni Lueneburg, Committee Secretary

3-15-23

Date