

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES)  
COMMITTEE MINUTES  
Committee Room #2, Oneida County Courthouse  
August 16, 2023 9:00 a.m.**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chair, Robb Jensen, Scott Holewinski, Jim Winkler and Diana Harris

**ALSO PRESENT:** Lisa Charbarneau, Jenni Lueneburg (LRES); Mary Rideout (Social Services/ADRC); Troy Huber (Buildings & Grounds); Brenda Behrle (Clerk of Courts); Dan Hess (Sheriff's Office); Michael Fugle (Corporation Counsel)

**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 Winkler to approve the agenda and giving the Chairman discretion to move around on agenda items. Second by Harris. All Committee members voting 'Aye'. Motion carried

**APPROVAL OF MINUTES**

Motion by Holewinski to approve the August 2<sup>nd</sup> minutes as presented. Second by Jensen. All Committee members voting 'Aye'. Motion carried

**INVOICES PAID REPORT AND BUDGET/ACTUAL REPORT**

Charbarneau presented the Invoices Paid Report and Budget Report for the LRES Department to the Committee for review and approval. Charbarneau notes that all line items are within budget except for the Pre-Employment Testing Line which is over budget due to not being increased from previous years and recruitment has increased. Discussion held. Motion by Cushing to approve both reports as presented. Second by Harris. All Committee members voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No public on Zoom or in the Conference Room.

**RECLASSIFICATION OF POSITION: CLERICAL SUPPORT TO ADMIN. SUPPORT**

Rideout is requesting to reclassify the ADRC Clerical Support position (Grade E) to an Administrative Support position (Grade F). Rideout discussed the added higher level job duties added to the position due to added programs, cross training with Social Services staff and the elimination of an Account Tech position. Rideout says this position would then be the same Grade Level as the other similar support staff in Social Services. Rideout notes there is sufficient funding in the budget to cover this increase with no effect to the tax levy. Brief discussion held. Motion by Jensen to approve the reclassification of the ADRC Clerical Support position to Administrative Support, moving the position from Grade E to Grade F at Step 3. Second by Harris. All Committee members voting 'Aye'. Motion carried.

### **PAGER PAY – BUILDINGS & GROUNDS**

Charbarneau notes that previously the Committee heard a request to increase the pager pay for the Social Work positions and now the Buildings & Grounds Department is requesting an increase in pager pay from \$20/day to \$25/day for weekdays and from \$40/day to \$50/day for weekends and holidays. The fiscal impact for this request is \$2,600 and the request has already been approved by the Committee of Jurisdiction. In depth discussion held with the Committee inquiring about the amount of calls received and what other counties provide for on call pay in similar positions. Holewinski notes the Committee just got the handouts for the request and need time to review before making a decision. Motion by Jensen to postpone the Buildings and Grounds pager pay topic to a future meeting for further discussion and decision. Second by Holewinski. All Committee members voting 'Aye'. Motion carried.

### **CLOSED SESSION**

Motion by Cushing, second by Jensen for the LRES Committee to go 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. (Topic: Clerk of Court Compensation; Office Manager Compensation; Chief Deputy Compensation; Corporation Counsel Staff Compensation; HR Director Performance Evaluation) and 19.85(1)(f) for purposes of considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data (Topic: Health Insurance).

Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 9:25 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Behrle and Fugle

### **RETURN TO OPEN SESSION**

Motion by Cushing, second by Harris to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 10:23 a.m.

Cushing reports that no decisions or motions were made in closed session. Upon return to open session the following motions were made:

Motion by Holewinski to approve the Clerk of Courts staff compensation that eliminates one Deputy I position from that staff, move the Chief Deputy from Grade H13 to H14, move two Deputy I positions from Grade G8 to G10 and move two Deputy I positions from Grade G6 to G8, with the additional funds to come from the vacancy dollars created from the eliminated position. Second by Jensen. Roll call vote taken with all committee members voting in the affirmative. Motion carried.

Motion by Harris to start the new Office Coordinator at Grade I, Step 6 with the next step on February 19, 2025, and to move the new Administrative Support Grade H from Step 6 to Step 7 with the next step on September 2, 2025. Second by Cushing. Roll call vote taken with all committee members voting in the affirmative. Motion carried.

**RECLASSIFICATION OF POSITION: CLERICAL SUPPORT TO ADMIN. SUPPORT**

Cushing returned to the agenda topic at Rideout's request for clarification. Brief discussion held. Motion by Jensen to amend the motion for the Clerical Support position to be reclassified to an Administrative Support position with the incumbent employee moving from Grade E, Step 3 to Grade F, Step 1. Second by Cushing. All Committee members voting 'Aye'. Motion carried.

**PUBLIC COMMENTS**

No public on Zoom or in the Conference Room.

**FUTURE AGENDA TOPICS**

Buildings & Grounds Payer Pay

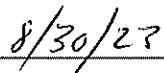
**FUTURE MEETING DATES**

August 30, 2023 at 9:00 a.m.  
September 13, 2023 at 9:00 a.m.  
September 27, 2023 at 10:30 a.m.

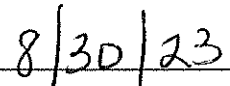
**ADJOURNMENT**

Cushing announced the adjournment of the LRES Committee meeting at 10:30 a.m.

  
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Ted Cushing, LRES Committee Chairman

  
\_\_\_\_\_  
Date

  
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Jenn Lueneburg, Committee Secretary

  
\_\_\_\_\_  
Date