

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES) COMMITTEE MINUTES**  
**County Board Room, Committee Room #2**  
**November 24, 2020 9:00 a.m.**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Billy Fried/Vice-Chairman, Dave Hintz, and Sonny Paszak; Scott Holewinski (via phone)

**ALSO PRESENT:** Lisa Charbarneau, Jenni Lueneburg (LRES); Darcy Smith (Finance); Mike Romportl (Land Information); Michael Fugle (Corporation Counsel); Myles Alexander via Zoom (UW-Extension); Art Lersch (Regional UW-Extension)

**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 AMENDED AGENDA**

Motion by Paszak to approve today’s agenda. Second by Hintz. All Committee members present voting ‘Aye’. Motion carried.

**APPROVAL OF MINUTES**

Motion by Paszak to approve the minutes of September 10<sup>th</sup>, September 30<sup>th</sup> and October 28<sup>th</sup>. Second by Hintz. All Committee members present voting ‘Aye’. Motion carried.

**PUBLIC COMMENTS**

No public comments.

**2021 UW EXTENSION AGENT CONTRACT**

Charbarneau says this topic was previously discussed but the Committee agreed to hold off signing the annual contract until the UW-Extension funding was approved in the 2021 budget, which has now been completed. Lersch is present with the contract for Committee review and approval. Fried discussed the ability for the county to pull from the contract mid-year, noting that the contract requires 60 days’ notice, and Fried would like to change that notice requirement to 30 days. Fried also voiced concerns on the section of the contract regarding travel concerns, noting that frequently UW-Extension hasn’t been open to the public at both their Airport and Nicolet College locations and wants to know how COVID-19 restrictions effects these costs moving forward. Lersch says the 60 day notice is a standard and is important in notifying staff. Regarding travel costs, Lersch says even though staff have been virtual for most of the COVID-19 pandemic, staff are still available, work is being done and programs are still being administered. Lersch notes that he has furloughed some of his staff this year and plans to do so in the coming year while the pandemic continues. Lersch notes that credits were issued to Oneida County in 2020 for the furloughs, and the same will be done again in 2021. Further discussion held. Motion by Fried to accept the UW-Extension contract for 2021 as presented and to drop his request to change the 60 day notice. Second by Paszak. All Committee members voting ‘Aye’. Motion carried.

**VOUCHERS, REPORTS AND BILLS**

Charbarneau presented vouchers for committee review in the amount of \$8,940.77 for pre-employment testing, health enhancement costs, identification badge supplies and benefit administration costs. Motion by Paszak to approve the bills and vouchers as presented. Second by Hintz. All Committee members voting ‘Aye’. Motion carried.

### **PLASMA DONOR POLICY**

Charbarneau says currently the county allows employees to donate blood up to one hour, every 12 weeks while on county time. Charbarneau says employees have now asked about doing plasma donation which has been crucial to blood banks for donors with COVID-19 antibodies present in their system. Charbarneau says the plasma donation can take up to two hours and employees have requested to extend the county time allowed in the event they are donating plasma. Fried very much supports blood and plasma donation but isn't sure how the public will feel about employees completing this on county time. Cushing feels the county needs to be flexible during this pandemic and the donations do benefit the public. Motion by Cushing to amend the policy, allowing for two hours of county time for employees donating plasma during the COVID-19 pandemic. Second by Paszak. All Committee members voting 'Aye'. Motion carried.

### **LRES PROJECTS TEMPLATE**

Charbarneau presented the LRES Projects template for Committee review. Charbarneau stated review of personnel topics would remain off the template and would only be discussed in closed session. Holewinski feels Charbarneau should prioritize the items listed on the template and bring the template back to a future meeting. Fried feels the Committee should have input on the prioritization of the list but agrees with Charbarneau starting with the prioritization process. Topic to be discussed at a future meeting.

### **HEALTH SAVINGS ACCOUNT (HSA) CONTRACT – ASSOCIATED BANK**

Charbarneau presented the draft Associated Bank HSA contract based on meetings Smith and Sheriff Hartman had with Associated Bank. Fugle led an in-depth conversation on his concerns with the contract. Overall, the contract gives Associated Bank administrative duties and only allows the bank to do what the county agrees to on the HSA plan, subject to regulations. Discussion held. Fugle recommends two changes to the contract regarding adding open records and indemnification wording. Discussion held. Motion by Cushing to approve Corporation Counsel, Sheriff Hartman and Smith to proceed with the HSA contract changes as discussed today and authorize Hintz as County Board Chairman to sign the contract once issues are resolved. Second by Paszak. All Committee members present voting 'Aye'. Motion carried.

### **CLOSED SESSION**

Motion by Hintz, second by Paszak 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: Buildings & Grounds Staffing, Compensation of Interim Director and Assistant Director and Compensation of LIO staff).

Roll call vote taken; all members voting in the affirmative. Motion carried. Committee went into closed session at 9:35 a.m.

Staff and others present in closed session: Charbarneau, Lueneburg and Smith

### **RETURN TO OPEN SESSION**

Motion by Cushing, second by Paszak to return to open session. Roll call vote taken with all members voting in the affirmative. Motion carried. Committee returned to open session at 10:31 a.m. No motions were made in closed session.

**RETURN TO OPEN SESSION (continued)**

Upon return to open session, the following motions were made:

Motion by Fried to move Kennedy to the Interim Facilities Assistant Director and Huber to the Interim Facilities Director position with a 10% increase, with funds to come from the combined Buildings & Grounds/LRES budgets effective November 28, 2020. Second by Cushing. Roll call vote taken with all voting in the affirmative. Motion carried.

Motion by Fried to direct Charbarneau to come up with the draft 65+ Health Insurance Incentive policy and to bring back to the LRES Committee for review at the December 1<sup>st</sup> meeting. Second by Hintz. Roll call vote taken with all voting in the affirmative. Motion carried.

**BUILDINGS & GROUNDS REORGANIZATION**

Topic moved to future meeting.

**LRES DEPARTMENT REORGANIZATION**

Topic moved to future meeting.

**FUTURE MEETING DATES**

December 1, 2020 9:00 a.m.

December 14, 2020 8:30 a.m. – joint meeting with Facilities Committee

December 22, 2020 9:00 a.m.

**FUTURE AGENDA TOPICS**

Buildings & Grounds Reorganization

LRES Projects Template

**PUBLIC COMMENTS**

No public present via Zoom or in person for comments.

**ADJOURNMENT**

Cushing announced the adjournment of the LRES Committee meeting at 10:44 a.m.

/s/Ted Cushing  
Ted Cushing, Chairman

12-22-2020  
Date

/s/Jenni Lueneburg  
Jenni Lueneburg, Committee Secretary

12-22-2020  
Date