

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, January 22, 2020
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Tim Brellenthin called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present: Chair Tim Brellenthin, Vice Chair Ken Monroe, and Supervisors Susan Pruessing and Rick Stacey. Supervisor Kathy Ingersoll was absent. A quorum was declared.

Others in Attendance

County Board Supervisors: County Board Chair Nancy Russell; Supervisor William Norem; Supervisor David Weber

County staff: County Administrator Mark Luberda; Advisor to the County Administrator David Bretl; Human Resources (HR) Director Kate Bishop; Finance Director Jessica Conley; Benefits Manager Lisa Henke; Superintendent of County Institutions Elizabeth Aldred; Deputy Director of Health and Human Services Carlo Nevicosi; Director-Public Works Richard Hough; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter; County Treasurer Valerie Etzel; County Clerk Kimberly Bushey; Register of Deeds Donna Pruess; Clerk of Circuit Court Kristy Secord

Members of the public: Bob Schiltz and Craig Konopski, Walworth County Deputy Sheriff Association

On motion by Supervisor Rick Stacey, second by Vice Chair Ken Monroe, the agenda was approved with no withdrawals.

On motion by Supervisor Stacey, second by Supervisor Susan Pruessing, the December 19, 2019 Special Joint Lakeland Health Care Center Board of Trustees and Human Resources Committee meeting minutes were approved.

Public comment – Bob Schiltz, Walworth County Deputy Sheriff’s Association, expressed concerns regarding the self-funded insurance option currently in place for employees. He requested the Committee look into fully insured plans further and provide sufficient time for employees to express their preference between plans.

Unfinished Business

- Resolution **-02/20 Setting Salaries for Register of Deeds, County Treasurer and County Clerk for 2021-2024

Human Resources (HR) Director Kate Bishop said the salaries need to be set and brought before the County Board by the April meeting. Treasurer Valerie Etzel stated she feels strongly the Treasurer should not make less than the Deputy Treasurer. County Clerk Kimberly Bushey gave a brief overview of the duties of her office and referenced the handout from Bishop regarding salaries for all three positions, noting County Clerks in 21% of responding counties were paid a higher salary than the other two positions. Advisor to the County Administrator David Bretl said Walworth County has been served well by elected officials and he appreciates the work they do, but reminded the Committee that elected officials do not have the same requirements as other department heads. He advised a raise would be in order based on similar counties and noted the salary will be fixed for 4 years, and would include a 2% cost of living increase per year.

Supervisor Stacey made a motion, second by Vice Chair Monroe, to approve the salaries with an increase of 9% for all three positions. Motion carried 4-0.

New Business

- Ordinance **-02/20 Amending Section 15-394 of the Walworth County Code of Ordinances Relating to Safety Shoes

Supervisor Stacey made a motion, second by Supervisor Pruessing, to recommend approval of the ordinance relating to safety shoes. Motion carried 4-0.

- Ordinance **-02/20 Amending Section 15-359 of the Walworth County Code of Ordinances Relating to Special Pay Premiums at LHCC

Bishop said the LHCC Board of Trustees approved this at their meeting. **Vice Chair Monroe made a motion, second by Supervisor Stacey, to recommend approval of the ordinance amending Section 15-359 of the Walworth County Code of Ordinances relating to Special Pay Premiums at LHCC. Motion carried 4-0.**

- Resolution **-02/20 Authorizing the Reclassification of an Administrative Clerk III to an Asset Manager/Operations Analyst at Public Works

Bishop explained this reclassification was originally scheduled for July 1st, but as the Administrative Clerk III has left the County's employment, this resolution would be authorizing an earlier effective date.

Supervisor Stacey made a motion, second by Vice Chair Monroe, to recommend approval of the resolution authorizing the reclassification of an Administrative Clerk III to an Asset Manager/Operations Analyst at Public Works. Motion carried 4-0.

- Resolution **-02/20 Authorizing the Reclassification of an Administrative Clerk III to an Administrative Clerk II in the Register of Deeds Office

Supervisor Stacey made a motion, second by Supervisor Pruessing, to recommend approval of the resolution authorizing the reclassification of an Administrative Clerk III to an Administrative Clerk II in the Register of Deeds Office. Motion carried 4-0.

- Resolution **-02/20 Authorizing the Addition of a Dementia Care Specialist Position in the Health and Human Services Department

Vice Chair Monroe made a motion, second by Supervisor Pruessing, to recommend approval of the resolution authorizing the addition of a Dementia Care Specialist Position in the Health and Human Services Department. Motion carried 4-0.

- Resolution **-02/20 Authorizing the Creation of Two Driver Positions at Health and Human Services
Vice Chair Monroe made a motion, second by Supervisor Stacey, to recommend approval of the resolution authorizing the creation of two Driver positions at Health and Human Services. Motion carried 4-0.

- Resolution **-02/20 Authorizing the Elimination of Two Positions at Health and Human Services
Bishop said these two positions were included in the 2020 budget, but the grant did not come through to fund them. Discussion ensued as to editing the wording of the resolution. **Supervisor Stacey made a motion, second by Supervisor Pruessing, to recommend approval of the resolution authorizing the elimination of two positions at Health and Human Services. Motion carried 4-0.**

- Resolution **-02/20 Authorizing the Increase of the Pre-trial Services Coordinator at Clerk of Courts from Part-Time to Full-Time

Supervisor Pruessing made a motion, second by Vice Chair Monroe, to recommend approval of the resolution authorizing the increase of the Pre-trial Services Coordinator at Clerk of Courts from Part-Time to Full-Time. Motion carried 4-0.

- Resolution **-02/20 Authorizing the Creation of a Second Deputy Director Position at Health and Human Services

Vice Chair Monroe made a motion, second by Supervisor Stacey, to recommend approval of the resolution authorizing the creation of a second Deputy Director Position at Health and Human Services Department. Motion carried 4-0.

- Update on Cadillac Tax
Bishop referenced the memo included in the meeting packet.

- Education on fully insured and self-funded insurance options
Bishop distributed a memo and presentation printout. Bretl said he hopes the Committee uses this as a starting point as it is a large expense to the County and affects recruitment and employee retention. He advised caution to the Committee members when making decisions related to health insurance, keeping in mind how much time staff spends on the self-funded health plan. He emphasized it has become a much bigger issue since he has been with the County and this is due to health care costs increasing. He noted Rock County has moved to a fully funded plan and contacting them with questions could be helpful. Benefits Manager Lisa Henke gave a presentation discussing the similarities, differences, advantages, and disadvantages between self-funded and fully insured insurance plans. Discussion ensued. **Vice Chair Monroe made a motion, second by Supervisor Pruessing, to direct staff to get further information on a possible change to fully insured plans and the State Plan similar to our plan, and bring it to the Committee at the February HR meeting. Motion carried 4-0.**

Report

- Impact of Health Care reform as it relates to the definition of full-time employees
Bishop explained this is an annual report. Henke presented the details of the report.

Reports/announcements by Chair – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, February 19, 2020 at 3:30 p.m.

Adjournment

On motion by Vice Chair Monroe, second by Supervisor Stacey, Chair Brellenthin adjourned the meeting at 4:45 p.m.