

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, February 19, 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

County staff: County Administrator Mark Luberd; Human Resources (HR) Director Kate Bishop; Finance Director Jessica Conley; Benefits Manager Lisa Henke; Superintendent of County Institutions Elizabeth Aldred; Director-Public Works Richard Hough; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter

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 January 22, 2020 Human Resources Committee meeting minutes were approved.

Public comment – There was none.

Unfinished Business

- Update on research of fully-insured health plans

Benefits Manager Lisa Henke gave an overview of the progress of the research that has so far taken place into the State plan and explained the HR department is prepared to send the information to the State, but there are concerns regarding benefits for retirees. She hopes to prepare a presentation at the April HR meeting with plan design options. More details can be found in the meeting packet, along with items distributed at the meeting. County Administrator Mark Luberd has reviewed the plan and is unsure the State plan will be worth the extra costs, as it will limit the providers employees can see in an affordable range. He advised to stop looking at the State option and to look further into the other fully insured options, along with the WCA option. Chair Brellenthin said any plan that doesn't allow Mercy and Aurora to be affordable for the employees should not be considered. Supervisor Pruessing said health is important, and with 50% of employees currently using Aurora Health Care, it's important for employees to have the ability to stay with their doctors.

New Business

- Resolution **-03/20 Authorizing the Elimination of 4.5 FTE Certified Nursing Assistant Positions and 1.0 FTE Assistant Nursing Home Administrator Position at LHCC

HR Director Bishop explained this is due to the transition to a 90 bed facility, and was approved at the LHCC meeting 3-1. **Supervisor Stacey made a motion, second by Vice Chair Monroe, to recommend approval of the resolution authorizing the elimination of 4.5 FTE Certified Nursing Assistant Positions and 1.0 FTE Assistant Nursing Home Administrator Position at LHCC. Motion carried 4-0.**

- Resolution **-03/20 Authorizing the Elimination of 1.0 FTE Relief Cook Position at LHCC
Bishop said this is similar to the previous item and she noted the transition would not take place until May 4th. This item was approved at the LHCC meeting 4-0. **Supervisor Stacey made a motion, second by Supervisor Pruessing, to recommend approval of the resolution authorizing the elimination of 1.0 FTE Relief Cook Position at LHCC. Motion carried 4-0.**

- Resolution **-03/20 Authorizing the Reclassification of a 1.0 FTE Social Work Aide Position to a 1.0 FTE Social Worker Position at LHCC
Bishop explained this is due to a reevaluation of positions since the transition to a 90 bed facility, and staff have determined a social worker position is more appropriately fitted to the needs of the facility. It was approved at the LHCC meeting 4-0. **Vice Chair Monroe made a motion, second by Supervisor Stacey, to recommend approval of the resolution authorizing the reclassification of a 1.0 FTE Social Work Aide Position to a 1.0 FTE Social Worker Position at LHCC. Motion carried 4-0.**

- Resolution **-03/20 Authorizing the Reduction of a 1.0 FTE Recreational Therapy Leader Position to a 0.6 FTE and Create a 0.4 FTE Recreational Therapy Leader Position
Bishop noted this would be creating two positions instead of the one full time position, and allows for extended hours and additional coverage on weekends. The LHCC committee approved 4-0. **Supervisor Stacey made a motion, second by Vice Chair Monroe, to recommend approval of the resolution authorizing the reduction of a 1.0 FTE Recreational Therapy Leader Position to a 0.6 FTE and create a 0.4 FTE Recreational Therapy Leader Position. Motion carried 4-0.**

- Resolution **-03/20 Authorizing the Reclassification of a 1.0 FTE Maintenance Technician Position to a 1.0 FTE Senior Maintenance Technician Position at Public Works
Bishop noted this would take effect April 13th. **Supervisor Stacey made a motion, second by Vice Chair Monroe, to recommend approval of the resolution authorizing the reclassification of a 1.0 FTE Maintenance Technician Position to a 1.0 FTE Senior Maintenance Technician Position at Public Works. Motion carried 4-0.**

Report

- Personal Time Off utilization for 2019
Bishop discussed the chart that was distributed at the meeting.

- Worker's Compensation & Training Report
Henke presented the report included in the meeting packet. She noted the total number of injuries decreased from 2018 to 2019 and expressed gratitude to the department heads for their training efforts. Luberda noted he is pleased that employees are making reports, even if no further action needs to be taken.

Reports/announcements by Chair – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, March 18, 2020 at 3:30 p.m.

Adjournment

On motion by Vice Chair Monroe, second by Supervisor Stacey, Chair Brellenthin adjourned the meeting at 4:13 p.m.