

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, November 18, 2020 at 3:30 PM
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Vice-Chair Stacey called the meeting to order at 3:56 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Vice-Chair Rick Stacey; and Supervisors Kathy Ingersoll, Kenneth Monroe, and Ryan Simons. Chair Susan Pruessing was absent. A quorum was declared.

Others in Attendance:

County Supervisors: Brian Holt and David Weber

County Staff: County Administrator Mark W. Luberda; Human Resources Director Kate Bishop; Benefits Manager Lisa Henke; Superintendent of Institutions Elizabeth Aldred; Undersheriff Dave Gerber; Captain Todd Neumann; and Communication Supervisor Carrie Fox

On motion by Supervisor Monroe, second by Supervisor Simons, the agenda was approved with no withdrawals.

On motion by Supervisor Ingersoll, second by Supervisor Monroe, the November 10, 2020 Human Resources Committee Special Meeting minutes were approved.

Public Comment – There was none.

New Business

7a. Resolution No. **-12/20 Reauthorizing Self-Insurance for Worker's Compensation

Supervisor Simons offered a motion, second by Supervisor Ingersoll, to approve proposed Resolution No. **-12/20 Reauthorizing Self-Insurance for Worker's Compensation. Motion carried 4-0.

7b. Ordinance No. ****-12/20 Amending Section 15-121 of the Walworth County Code of Ordinances

Relating to Workweeks for Certain Sheriff's Office Employees

Human Resources Director Kate Bishop, Undersheriff Dave Gerber, and Captain Todd Neumann collaboratively provided an overview of the research conducted and the reasoning for this proposed ordinance amendment. This schedule change will assist with recruitment and retention of employees.

Supervisor Simons offered a motion, second by Supervisor Monroe, to approve proposed Ordinance No. **-12/20 Amending Section 15-121 of the Walworth County Code of Ordinances Relating to Workweeks for Certain Sheriff's Office Employees. Motion carried 4-0.**

7c. Ordinance No. ****-12/20 Continuing Special Authority for 2021 to Enable Continued Response to and Management of Operations During the COVID-19 Pandemic by Extending Certain Authorizations as Approved within the 2020 Resolution for a Declaration of Emergency and Ordinances 1215-06/20 and 1224-09/20

County Administrator Mark W. Luberda clarified the intent of the wording listed under Part II (b)(9) within the proposed ordinance relative to the hiring and ongoing use of limited term employees. **Supervisor Monroe offered a motion, second by Supervisor Ingersoll, to approve proposed Ordinance No. ****-12/20 Continuing Special Authority for 2021 to Enable Continued Response to and Management of Operations During the COVID-19 Pandemic by Extending Certain Authorizations as Approved**

within the 2020 Resolution for a Declaration of Emergency and Ordinances 1215-06/20 and 1224-09/20. Motion carried 4-0.

7d. Discussion of the Creation of Temporary Positions for 2020 and 2021 at Lakeland Health Care Center Superintendent of Institutions Elizabeth Aldred spoke about the pressures Lakeland Health Care Center has experienced related to staffing and the pandemic. She elaborated on the issues referenced in her memo on page 28 of the packet. Aldred explained that while the facility is still able to provide quality care and maintain a five star status, the low staffing issue is creating burn out and stress among current employees. The creation of these temporary positions will help equalize the work load, provide better training, and fully staff the facility. Aldred also stated the costs associated with these positions will be covered by funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act, but funds are also available in the budget to cover the costs if funds from the CARES Act are not available. Discussion then followed regarding if and when it is anticipated these positions will be filled and why there has been so much turnover. Lubarda elaborated on the strategy behind this request and why it is coming through shortly after the budget was presented to the Board. **Supervisor Monroe offered a motion, second by Supervisor Ingersoll, to authorize creation of temporary positions for 2020 and 2021 at Lakeland Health Care Center. Motion carried 4-0.**

Reports/Announcements by Chair – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, December 16, 2020 at 3:30 p.m.

Adjournment

On motion by Supervisor Monroe, second by Supervisor Simons, Chair Pruessing adjourned the meeting at 4:31 p.m.

Submitted by Lindsey Ross, Administrative Assistant. Meeting minutes were approved at the December 16, 2020 Human Resources Committee meeting.