

## **Minutes of the Human Resources Committee**

**Tuesday, February 18, 2020**

Chair Nelson called the meeting to order at 1:30 p.m.

**Present:** Supervisors Larry Nelson, Jeremy Walz, Mike Crowley, Joel Gaughan, Bill Mitchell, and Ted Wysocki. **Absent:** Tom Michalski.

**Also Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Accounting Services Coordinator Lisa Davis, Child & Family Services Manager Lisa Roberts, Human Resources Manager Renee Gage, Treasurer Pam Reeves, Senior Financial Analyst Clara Daniels, Inspector Jim Gumm, Senior Human Resources Analyst Teri Henning, and Principal Human Resources Analysts Terri Sgarlata and Whitney Ruiz.

### **Approve Minutes of January 21**

MOTION: Crowley moved, second by Gaughan to approve the minutes of January 21. Motion carried 6-0.

### **Chair's Executive Committee Report of February 17**

Nelson said the Executive Committee, at their last meeting, heard the audit report of the Waukesha Employee Health and Wellness Center and approved two appointments to the Health and Human Services Board.

### **Schedule Next Meeting Date**

- March 17

### **Ordinance 174-O-090: Modify The 2020 Health And Human Services Budget To Accept Additional Revenue And Expenditures Related To The Child And Family Aids Allocation And Create Three Positions**

Davis and Roberts discussed this ordinance as outlined which authorizes the department to accept \$628,000 in State Department of Children and Families revenues, and appropriate additional expenditure authority of \$295,539 for personnel costs and \$332,461 for operating expenses. The additional funding will be used to provide in-home screening and therapy, service navigation to initiate faster treatment, expansion of parent-child interaction therapy services, and contracted case aides to support safety services for at risk families, support family involvement in services, and improve the ability of children to continue in their home school after placement.

This will be accomplished in part by creating three regular, full-time (3.00 FTE) positions, which consists of a Health and Human Services Coordinator (salary range \$83,949 to \$120,890) in the Children and Family Division, a Social Worker (salary range \$54,122 to \$71,573) in the Intake and Shared Services Division, and a Fiscal Specialist position (salary range \$39,437 to \$52,002) in the Administrative Services Division. Estimated personnel costs for these positions in 2020 include \$132,182 for the Human Services Coordinator, \$96,411 for the Social Worker, and \$66,946 for the Fiscal Specialist for a total of \$295,539.

These positions will address increasing workloads in their respective areas. The Human Services Coordinator is needed for the Children and Long Term Services (CLTS) and Children Community Options Programs (COP). The Social Worker position is needed in the Intake and Shared Services Access Unit to assist with Child Protective Services reports. The Fiscal Specialist is needed to provide fiscal support related to the additional CLTS and COP work.

Operating expenses will be increased \$322,461. This includes \$312,461 for contracted services to assist with the increasing workloads (i.e., case aides, mentioned above) and a contracted coordinator for family drug court. The ordinance also includes \$20,000 for cell phone applications that provide additional safety to social workers in the field (e.g., home visits) by readily sharing location and other information with the department. The department plans to build this ongoing funding into their 2021 budget request and manage the cost to continue for these items within the overall Health and Human Services budget. This ordinance results in no direct levy impact.

Wysocki said he would be voting no because he was concerned the funding could be reduced in future years.

MOTION: Gaughan moved, second by Walz to approve Ordinance 174-O-090. Motion carried 5-1. Wysocki voted no.

**Discuss Elected Official Salaries for the Register of Deeds, County Clerk, and Treasurer**

Gage was present to discuss this item and distributed information on salary rates in various locations throughout the state and she addressed factors the committee may want to consider relative to these positions.

MOTION: Wysocki moved, second by Crowley to recommend a 2.25% increase. Motion carried 6-0.

An ordinance will be forwarded for consideration in March.

**Modify the Minimum Training and Experience Requirements for the Lieutenant**

Gage referred to the proposed revised classification specification for lieutenant and explained the rationale for modifying the training and experience requirements from five years of law enforcement work experience to four.

MOTION: Crowley moved, second by Walz to approve the modifications to the lieutenant classification specification. Motion carried 6-0.

**Status Update on Collective Bargaining with the Waukesha Deputy Sheriffs Labor Union**

This item was not discussed.

**Closed Session**

MOTION: Walz moved, second by Crowley to go into closed session at 2:40 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues for those employees covered under the Waukesha Deputy Sheriffs Labor Union, and to approve the closed session minutes of January 21. Motion carried 6-0.

The committee returned to open session at 3:00 p.m.

**State Legislative Update**

Spaeth covered the strategic planning process and survey of people to be referred by board members. She also reviewed state legislative issues at the close of the session including opioid legislation and how it impacts the County.

MOTION: Gaughan moved, second by Crowley to adjourn at 3:15 p.m. Motion carried 6-0.

Respectfully submitted,

*Michael A. Crowley*

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Secretary