

**Waukesha County Board of Supervisors
Minutes of the Human Resources Committee
Tuesday, February 20, 2024**

Vice Chair Crowley called the meeting to order at 1:00 p.m.

Present: Supervisors Mike Crowley, Darlene Johnson, Brian Meier, Chris Mommaerts, Jeremy Walz. Supervisor Nelson arrived at 1:02 p.m. **Absent:** Supervisor Terry Thieme

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Administrative Specialist Barbara Hollander, Administrative Services Manager Randy Setzer, Clinical Services Manager Kirk Yauchler, Human Resources Manager Renee Gage, Senior Human Resources Analyst Natalie Durr, County Clerk Meg Wartman, Register of Deeds Jim Behrend.

Discuss and Consider Ordinance 178-O-094 Create 1.00 FTE Senior Mental Health Counselor Position And Abolish 1.00 FTE Registered Nurse Position In The Department Of Health And Human Services

Setzer and Yauchler presented that this ordinance would authorize the Department of Health and Human Services to create a 1.0 FTE Senior Mental Health Counselor and abolish a 1.0 FTE Registered Nurse. Due to workforce recruitment challenges within today's labor market, department management is requesting to create a Senior Mental Health Counselor position to carry out the duties previously assigned to a difficult-to-fill Registered Nurse position within the Mental Health Center. This will allow the county to broaden the scope of recruitment efforts. This position change is estimated to result in \$13,700 of lower costs on an annualized basis (not including potential changes in employee benefit plan selection), assuming the respective mid-points in each salary range.

MOTION: Johnson moved, second by Walz to approve Ordinance 178-O-094. Motion carried 6-0

Discuss and Consider Class Specification for Senior Mental Health Counselor

Yauchler and Durr presented that this class specification relates directly to Ordinance 178-O-094 to create a Senior Mental Health Counselor and abolish a Registered Nurse position. Durr said the changes they added were to describe the utilization review and benefit verification work assignment. The individual could either have a bachelor's degree in the areas listed with two years of experience, or, to keep flexibility, they could also be a nurse with a license and that experience.

MOTION: Crowley moved, second by Meier to approve the Class Specification for Senior Mental Health Counselor. Motion carried 6-0

Discuss and Consider Ordinance 178-O-097 Establish Salaries For County Clerk, Register Of Deeds, And Treasurer For 2025 – 2028

Durr and Gage presented that this ordinance would establish salaries for the elected officials of County Clerk, Register of Deeds, and Treasurer for 2025 – 2028. The next four-year term of office for the County Clerk, Register of Deeds, and Treasurer will begin in 2025. A 3% salary increase is requested for the Register of Deeds in 2025 and, for internal equity purposes, a 4.4% salary increase is requested for the County Clerk and the Treasurer in 2025 to be in alignment with the Register of

Deeds; and a 3% salary is requested for the County Clerk, Register of Deeds, and Treasurer in 2026, 2027, and 2028. Gage stated that the changes need to be enacted by the board before April 15 because that is when candidates can take out papers.

Durr stated that given the level of responsibilities for these positions, the department wants to make sure they have appropriate salaries in place to attract and maintain quality people with the right expertise to run for office. Durr referenced her handout titled 2024 Salaries of Counties w/Populations of 120k or more in Wisconsin, and said they focused their effort on equity among the three positions.

Wartman distributed a handout titled "Current County Salary Comparisons for Waukesha County Electeds in 2024 rankings", "Comparison of Waukesha County Clerk 2025 salary compared to 2025 known/proposed Clerk salaries", and "Salary considerations for 2025 – 2028", and said that she is speaking only on behalf of the County Clerk position. She noted that the comparable salary information provided by Human Resources differs from the comparables she obtained.

Wartman said the position has changed in the five years since she has been the County Clerk, and the scrutiny on elections has changed and she anticipates it will change more in the future. Wartman said her position has evolved given what is going on in Madison with the Election Commission, her job of training pole workers, training municipal clerks, and now training school district clerks because they are the go-to person in the County. She referenced the salary increases for the County Executive, Clerk of Courts and County Sheriff that were implemented two years ago and thought the emphasis was to get those positions in the top 5, which they now are; whereas the Register of Deeds, Treasurer and County Clerk are currently ranked 14th. She continued that there are some significant increases in other counties of the county clerk position, and the time, energy and talent it takes in the county clerk position has changed. She added that municipal clerk salaries in the area are considerably more than the County Clerk salary.

Wartman recommended that the County Board treat her position similar to the ordinance the Board approved for the County Executive salary which provided a 10% increase in year 1 and 1.5% each year after. She said this would bring the first year of the salary increase (2025) to \$93,000; that would bring the ranking of the Waukesha County Clerk in the top 5. Wartman said that the Deputy County Clerk making more than the County Clerk may cause a problem with succession planning.

Gage pointed out that the costs in Wartman's presentation are numbers only and do not include benefit costs. Gage added that typically in other departments that are led by elected officials, the second and third in command are paid higher than the elected officials, which is the case in the County Clerk's office. Her observation is that the deputy positions in the County are not necessarily looked at as a successor to the elected position.

Mommaerts stated she agrees with Wartman's proposal and it has been her personal experience in the town/village she represents that they are having difficulty getting someone to run for the clerk position. She said that she is undecided about all positions being the same.

Walz said he doesn't see why all positions have to be paid the same; they are all different positions with different responsibilities. He said he would have no problem with only looking at the Clerk position for an amendment.

Johnson concurred with Walz and Mommaerts and said it is important to realize how critical the County Clerk position is with elections. She stated she is for the increase proposed by Human Resources.

Crowley said he was in favor of an increase for all three positions, however at this time, he is only in favor of the potential amendment for the County Clerk, because of the lack of information for the Register of Deeds and Treasurer. Another reason he is for this is because of the cost of living increases.

Meier said it would seem logical that the three positions would pay the same because they are all elected officials, although he understands that the jobs are all different. The step increases make sense because we do have an issue recruiting and retaining people. He said he is in agreement proposing an increase for the first year (2025) for the County Clerk, and potentially for all three.

Behrend said the County Clerk position has gotten a lot more complicated and he is at the meeting in support of the County Clerk. He does not know where the disparity in pay came about between the three positions. He said around the state, county boards are looking at making all three positions the same. Behrend added that the County is more at risk now with election issues than they have been in the past.

Nelson said an amendment would be in order. He thinks the public scrutiny and demands on the County Clerk's office with elections over the last 8 years has increased.

Mommaerts said she would like to see a proposal for the Register of Deeds and the Treasurer, but she would accept the 10%, 1.5%, 1.5%, 1.5% for the County Clerk.

MOTION: Mommaerts moved to approve Ordinance 178-O-097, second by Johnson and to approve the ordinance with the following amendment:

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS, that effective January 1 of each calendar year, the annual salaries of the ~~County Clerk~~, Register of Deeds, and Treasurer shall be:

<u>Year</u>	<u>Annual Wage</u>	<u>Calculated Hourly Wage</u>
2025	\$88,873	\$42.73
2026	\$91,539	\$44.01
2027	\$94,285	\$45.33
2028	\$97,114	\$46.69

BE IT FURTHER ORDAINED that effective January 1 of each calendar year, the annual salary of the County Clerk shall be:

<u>Year</u>	<u>Annual Wage</u>	<u>Calculated Hourly Wage</u>
<u>2025</u>	<u>\$93,670</u>	<u>\$45.03</u>
<u>2026</u>	<u>\$95,075</u>	<u>\$45.71</u>
<u>2027</u>	<u>\$96,501</u>	<u>\$46.39</u>
<u>2028</u>	<u>\$97,949</u>	<u>\$47.09</u>

A vote was taken, and the amendment passed 6-0.

A vote was taken on Ordinance 178-O-097 as amended. Motion carried 6-0.

Mommaerts left at 2:29 p.m.

Approve Minutes of January 16

MOTION: Johnson moved, second by Crowley to approve the minutes of January 16. Motion carried 5-0

Executive Committee Report of February 19

Nelson reported that the committee passed two ordinances on capital projects, heard the Baker Tilly audit update, approved the scope of the Wisconsin Medicaid Cost Reporting Process audit at Health and Human Services, and approved one appointment.

Next Meeting Date

March 19

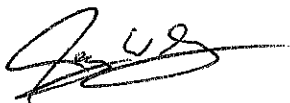
Mommaerts returned at 2:36 p.m.

Legislative Update

Fraley reported that the governor signed the new legislative maps that both houses of the legislature passed last week, and gave an overview of what these changes mean to Waukesha County. Fraley also reported that the county is looking into various resources, including pursuit of congressional directed spending, to help with the deficit in the Moorland Road project.

MOTION: Crowley moved, second by Johnson to adjourn at 2:38 p.m. Motion carried 6-0

Respectfully submitted,



Jeremy Walz
Secretary - Human Resources Committee