

Minutes of the Personnel Committee

Tuesday, April 1, 2008

Vice Chair Schellinger called the meeting to order at 1:02 p.m.

Present: Supervisors Tom Schellinger (Vice Chair), Joe Vitale, Bob Thelen, Fritz Ruf, and Tom Bullermann. Pete Gundrum arrived at 1:38 pm. **Absent:** Duane Paulson (Chair).

Also Present: Legislative Policy Advisor Dave Krahn, Employment Services Manager Sue Zastrow, Principal Human Resources Analyst Terri Sgarlata-Lutz, and Labor Relations Manager Jim Richter. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 3-4-08

MOTION: Ruf moved, second by Vitale to approve the minutes of March 4. Motion carried 5-0.

Schedule Next Meeting Dates

- County Board – April 8 at 7:00 p.m.

Motion to Allow Secretary Thelen to Approve the Final Set(s) of Committee Minutes on Behalf of the Committee

MOTION: Ruf moved, second by Bullermann to allow Thelen to approve the final set(s) of minutes of behalf of the committee. Motion carried 5-0.

Annual Report on Performance Evaluations and Rewards

Zastrow discussed her report as outlined which included information on performance awards for 2004 through 2007 for non-represented County employees. She also provided background and history on the program. The total possible cost if everyone received maximum base and non-base awards for 2007 (includes pension and social security) would have been \$945,187. The total budgeted amount for base and non-base awards was \$590,025. The total actual cost for base and non-base awards was \$557,317. A total of 327 employees were eligible for awards and 275 received awards. To answer Schellinger's question, Zastrow said the system is working well; it's a conservative system.

Approve Revisions to Classification Specifications

Zastrow referred to this as a housekeeping issue. Each year, staff review a percentage of the non-represented classification specifications and revise them if necessary. She said this is usually brought forward in October but there is no record that this was ever done.

Zastrow explained the revisions as outlined in the following classification specifications: Benefits Specialist, Clerk of Juvenile Court, Community Development Coordinator, Court Commissioner, Court Reporter, Family Court Services Supervisor, Principal Assistant Corporation Counsel, Internal Audit Manager, Legislative Policy Advisor, Librarian, and Principal Internal Auditor.

Zastrow said the current Benefits Specialist is grandfathered but for any future employees, a bachelor's degree will be required. The degree is a requirement by the State due to the new Aging & Disabilities Resource Center (ADRC).

MOTION: Vitale moved, second by Bullermann to approve the revised classification specifications as presented and that the current Benefits Specialist be grandfathered. Motion carried 5-0.

Ordinance 162-O-125: Ratification Of 2008 – 2009 – 2010 Parks Collective Bargaining Agreement

Richter said this agreement was ratified by the Union a couple of weeks ago and the vote was either unanimous or close to unanimous. Richter explained the ordinance as outlined, part of which involves deleting longevity pay provisions, increase health insurance in-network deductibles from \$100/\$300 to \$150/\$450, increase the in-network co-insurance out-of-pocket maximum from \$400/\$800 to \$600/\$1,200. Effective 1/1/08, the County will increase the County contribution into the Post Employment Health Plan from \$400 to \$450 and effective 1/1/09, the County's contribution will increase from \$450 to \$550. Across-the-board wage increases of 2%, 1%, 2%, 1%, and 2.5% will be applied on 1/5/08, 7/5/08, 1/3/09, 7/4/09, and 1/2/10, respectively.

MOTION: Ruf moved, second by Vitale to approve Ordinance 162-O-125. Motion carried 5-0.

Gundrum arrived at 1:38 p.m.

Ordinance 162-O-126: Ratification Of 2008 – 2009 – 2010 Social Worker Collective Bargaining Agreement

Richter said this agreement was ratified by the Union a couple of weeks ago by a three-to-one vote. He noted that this is the exact same agreement as above with the exception of two items. Staff have modified the wage progression provisions to provide that an employee is eligible for a merit increase upon successful completion of their six-month probationary period. Also, the County will agree to meet with the Local and discuss the selection process of work assignments for the social workers.

MOTION: Vitale moved, second by Bullermann to approve Ordinance 162-O-126. Motion carried 6-0.

Closed Session

MOTION: Vitale moved, second by Thelen to go into closed session at 1:40 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues, and to approve the closed session minutes of previous meeting(s). Motion carried 6-0.

MOTION: Vitale moved, second by Thelen to return to open session at 2:15 p.m. Motion carried 6-0.

MOTION: Ruff moved, second by Gundrum to adjourn at 2:15 p.m. Motion carried 6-0.

Respectfully submitted,

Approved on: _____

Robert G. Thelen II
Secretary