

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

**Tuesday, July 21, 2015**

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

**Present:** Supervisors Dave Zimmermann, Mike Crowley, Jennifer Grant, Christine Howard, Bill Mitchell, Larry Nelson, and Jeremy Walz. Crowley left the meeting at 2:42 p.m.

**Also Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Human Resources Manager Jim Richter, Administration Director Norm Cummings, and Senior Human Resources Analyst Andrea Mohr. Recorded by Mary Pedersen, County Board Office.

### **Approve Minutes of June 16**

**MOTION:** Crowley moved, second by Mitchell to approve the minutes of June 16. Motion carried 7-0.

### **Chair's Executive Committee Report of July 20**

Zimmermann said the Executive Committee, at yesterday's meeting, approved five appointments, approved an ordinance pertaining to the Waukesha-Jefferson County Federated Library System partnership, reviewed scopes for the Parks Division Cash Control and Purchasing Division audits, and heard a report on the recent National Association of Counties annual conference.

### **Schedule Next Meeting Date**

- August 18

### **Announcements**

Howard referred to a website which indicated Waukesha County ranked in the top 10 for best spending of taxpayer dollars.

### **Status Report on the Hiring of Relatives of Current Employees**

Richter reviewed the report titled "Relative Hire Report, January 1, 2014–June 23, 2015" and indicated there are currently eight full-time and 11 part-time employees who are relatives of other employees. He discussed the procedures that are followed before staff can approve the hiring of a relative. A relative can be a sibling, son, daughter, mother, or father.

**MOTION:** Howard moved, second by Walz to accept the status report on the hiring of relatives of current employees. Motion carried 7-0.

### **Six Month Update on Human Resources Division 2015 Budget Objectives**

Richter gave an update on the three Human Resources related budget objectives outlined in the adopted 2015 budget book. These objectives include evaluating the Employee Health & Wellness Center, continue implementing the Diversity and Equal Employment Opportunity Plan, and implementing an Intranet site for the County's Lean Government initiative. No major concerns were voiced.

### **Presentation on Collective Bargaining**

Richter referred to his handout titled "2015 Collective Bargaining – Wisconsin Professional Police Association (WPPA)." There are currently 156 County positions covered by the WPPA union.

This includes 127 deputy sheriffs and 29 detectives. The current contract expires at the end of this year. Bargaining for the next contract began in June with department input and County proposals are in the works. Union demands are due August 1 and negotiations are scheduled to take place October through December. Richter advised union demands will be discussed with the County Executive and then with this committee in a closed session. Richter noted pension is off the table as they agreed to the 6.8% contribution and discussions will focus primarily on salary and insurance.

### **Six Month Status Report on the Waukesha Employee Health & Wellness Center**

Richter referred to the report titled “Waukesha Employee Health & Wellness Center – 180 Day Review” provided by CBIZ Benefits and Insurance Services, Inc. The clinic opened November 1, 2014 and services employees of Waukesha County, City of Waukesha, and Waukesha School District. During the last three months (February-April), there were 2,863 visits (134% higher than the first three months of operation [November-January]). Of those, 19% were City employees, 40% County employees, and 41% school district employees. Total eligible participation was 15.4% (up 4.1% from the first three months of operation) and of that, 91% was for personal health and 9% for occupational health.

Richter reviewed clinic utilization patterns and appointment activity. He reviewed estimated out-of-pocket savings and for County employees, this totaled about \$60,281 over the six month period. Also, the clinic is dispensing the top five prescriptions which is good. Richter indicated 97% of clinic users rated the clinic as excellent or good. He went on to discuss expenses (e.g., labs, staffing, facility operations, CBIZ consulting, etc.) and said the clinic is \$165,404 under budget.

Richter discussed Healthstat (clinic provider) performance metrics, ongoing initiatives, and successes and challenges. Clinic successes include strong patient retention, increased patient satisfaction, reduced wait time, strong overall health coaching participating and results, and provider retention. Clinic challenges include overall lower than expected utilization, low new patient growth, potential ROI implications, risk in adding physical therapy in year two, and support staff retention.

Crowley left the meeting at 2:42 p.m.

### **State Legislative Update**

Spaeth distributed a summary of 2015-2017 State budget impacts which included information on recycling grants, circuit court funding, Pretrial Intoxicated Driver Intervention Grant Program, Aging & Disability Resource Centers, Youth Aids, General Transportation Aids, Children’s Community Options Program, prevailing wage, shoreland zoning, etc. Overall, she said this was a good budget for the County.

MOTION: Mitchell moved, second by Howard to adjourn at 2:57 p.m. Motion carried 6-0.

Respectfully submitted,

Jennifer Grant  
Secretary