

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

**Tuesday, June 16, 2015**

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

**Present:** Supervisors Dave Zimmermann, Jennifer Grant, Jeremy Walz, Bill Mitchell, Larry Nelson, Christine Howard, and Mike Crowley.

**Also Present:** Chief of Staff Mark Mader, Matt Masterson of The *Freeman*, Deputy County Clerk Kelly Yaeger, Sheriff Eric Severson, Deputy Inspector Torin Misko, and Business Manager Lyndsay Johnson. Recorded by Mary Pedersen, County Board Office.

### **Approve Minutes of 3-17-15**

MOTION: Nelson moved, second by Walz to approve the minutes of March 17. Motion carried 7-0.

### **Chair's Executive Committee Report of 4-20, 5-18, & 6-15-15**

Zimmermann highlighted the following items discussed at the last three Executive Committee meetings.

- (April) Approved ordinances and appointments.
- (April) Heard a presentation on the Thriving Waukesha County initiative.
- (May) Approved appointments.
- (May) Heard a report on the Register of Deeds internal audit.
- (May) Discussed the proposal allowing Jefferson County to join the Waukesha County Federated Library System.
- (June) Approved ordinances and appointments.
- (June) The Finance Committee had heard a presentation on a consultant's report/assessment of the County's golf courses based primarily on golf course user surveys.

### **Announcements**

Walz, a member of the Menomonee Falls Library Board, said Federated Library Director Connie Meyer gave a presentation on Jefferson County's request to join the Waukesha County Federated Library System. Walz said the Menomonee Falls Library Board is in full support of the partnership. Howard advised the Pewaukee Library Board is also in full support and referred to it as a win-win.

### **Schedule Next Meeting Date**

- July 21

### **Review and Accept the Annual Report of the County Clerk's Office**

Yaeger reviewed the 2014 annual report of the County Clerk's Office which included information and statistics on revenues, expenditures, marriage licenses, declaration of domestic partnership, passports, dog licenses, elections, personnel costs, etc. Revenues totaled \$560,461 while expenditures totaled \$586,959 leaving a \$26,497 deficit for 2014.

MOTION: Crowley moved, second by Howard to accept the 2014 annual report of the County Clerk's Office. Motion carried 7-0.

### **Recruitment – Sheriff's Department**

Severson, Johnson, and Misko were present to discuss this issue which included a PowerPoint presentation. Severson reviewed the minimum requirements for becoming a law enforcement officer and deputy sheriff and challenges finding applicants who meet the requirements. These include written exams, interviews, background checks, drug tests, psychological tests, physical ability tests, etc. In addition, the recruit academy will increase to 720 hours, from 520 hours, beginning in 2016. Severson discussed the lengthy recruitment process and difficulty filling positions. During the 2014 recruitment, of 516 who applied for the test, 139 passed it. Severson noted after further examination and testing, staff decided not to make any job offers to that pool of applicants. Staff held a supplemental recruitment in 2015, offered only to law enforcement certified or certifiable individuals. Of the 120 who applied, 41 passed. Also, in 2015, of 233 applicants, 75 passed the test. Severson noted this is just the first step and they still have to pass background checks, etc.

Howard asked if this trend is occurring in other counties. Severson said yes, it seems to be profession-wide. He is not sure if the trend is an anomaly because he only has three years of data, however, it is becoming more difficult finding individuals to fill these positions. This is not a popular position right now. Zimmermann asked if other municipalities have different requirements. Severson said yes, some are not as stringent as the County but we do not want to risk liability issues.

Severson said wage discrepancies have also posed challenges for the department in recruiting and hiring quality candidates. He reviewed 2015 starting wages/4<sup>th</sup> year wages for the Sheriff's Department (\$22.23/\$27.35) and the police departments of the City of Waukesha (\$27.57/\$34.14), City of Brookfield (\$27.87/\$36.64), City of Muskego (\$27.10/\$34.06), and City of New Berlin (\$24.76/\$36.62). Severson indicated he used these comparisons because they are popular among candidates, however, these are not comparables the County uses for wage negotiations.

Severson discussed continuous efforts to recruit including visits to colleges and universities. They try to get the best candidates possible but the department faces many challenges. Severson is unsure why the pool of applicants is shrinking but the field itself may be less attractive than in the past. Also, we may be facing a new workforce that is not willing to put in the time and commitment.

Severson indicated there are currently 14 officers in road training and this puts a strain on his resources. They are paid even though they are still just in training and not helping with any shifts. He noted this training period takes about 9 months. Howard asked would increasing the pay increase the number of candidates. Severson said it could but it would not necessarily result in quality candidates. He does not think the reduction in applicants is necessarily due to wages. This is a challenge – both getting quality candidates and keeping their overtime budget in check. Nelson asked is there anything they can do as supervisors to help alleviate this problem in the future. Severson said he is not here to ask for anything and hopes next year will be better. Walz asked if it would be helpful to take applications year-round as opposed to only during recruitment periods. Severson said he is exploring this as a possibility but needs to make sure it does not become a cost burden on Human Resources.

### **Educational Incentive Pay – Sheriff’s Department**

Mader advised that this item was brought up by a previous committee as a future agenda item. Severson said the Educational Incentive Program was implemented more than 28 years ago. At that time, there was no 60 credit requirement to be a deputy sheriff. The County put in place an incentive program where a person would receive a monthly stipend if you had 60 credits and a stipend if you had a four-year degree. Once the State mandated the 60 credit requirement, there was no longer a need for the Educational Incentive Pay Program. Those that did not have 60 credits were grandfathered to keep their job and as of about three years ago, everybody in the department has the 60 credits. Severson noted the four year incentive still exists for deputies and detectives, however, the incentive was removed for lieutenants, captains and above because they need 60 credits to be a lieutenant and a Bachelor’s degree to be a captain.

### **State Legislative Update**

Spaeth indicated the Joint Finance Committee took a two week hiatus to consider transportation funding, Bucks arena funding, and prevailing wage changes. The JFC concurred with the governor’s proposals to cut \$165,000 from our recycling funding and eliminate funding for the Pretrial Intoxicated Driver Program (CJCC) and transfer it to another department. However, the JFC restored the governor’s proposed funding cuts including a conservation grant totaling about \$150,000 per year, and a grant program that helps people with failing septic systems. The JFC froze food licensing fees until statewide standards can be developed. Waukesha County typically increases fees each year in the budget to capture costs so this will impact our budget. They also froze fees in the Medical Examiner’s Office for two years which will then increase via CPI thereafter. This will also impact our budget. The JFC also approved a policy change whereby the County cannot be more restrictive than the DNR in our regulation of shoreland zoning. Zimmermann asked about the governor’s proposal to contract Aging and Disability Resource Center (ADRC) services. Spaeth said the JFC will allow the governor’s office to seek a federal waiver to change the way ADRC services are delivered, however, they did add some checks and balances. They want to look at our ADRC governing boards to determine if there is any duplication because the governor had proposed they be eliminated. They want to determine if ADRCs could be combined with Income Maintenance Consortiums. Also, the final waiver would have to go back before the JFC before it could be issued, and feedback/input from the public and governing bodies will be considered. She expects more to come on this issue in the next year.

MOTION: Howard moved, second by Walz to adjourn at 2:33 p.m. Motion carried 7-0.

Respectfully submitted,

Jennifer Grant  
Secretary