

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, November 06, 2012

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Trent Miner, Donna Rozar, Lance Pliml, Peter Hendler

EXCUSED: Hilde Henkel

OTHERS PRESENT: Karen Madden, Doug Machon, Dennis Polach, Ruth Moody, Kenneth Curry, Bill Clendenning, Bill Murphy, Terry Stelzer, Mike Malooly, Amy Kaup, Terry Rickaby, Mike Martin, Brent Vruwink, Randy Dorshorst, Doug Passineau, Jim Alfred, Sue Kunferman, Karen Kubisiak, Peter Kastenholz, Bonnie Nuber, Amy Slattery, Ed Reed, Paula Tracy, Angel Butler-Meddaugh, Kathy Roetter, Barb Petkovsek.

BUSINESS

The meeting was called to order at 8:00 a.m. by Chairman Miner.

Public Comment - Two County Board members, a department head, and an employee spoke regarding the pay plan proposal. The comments were not in support of the plan and the committee was asked to postpone implementation.

Consent Agenda - No comments, questions, or corrections were voiced.

Motion (Rozar/Hendler) to approve the consent agenda. Motion carried.

Maintenance Coordinator Rickaby reviewed his letter of comments with the Committee.

Risk Management Director Stelzer reviewed his letter of comments with the Committee. Chairman Miner asked Stelzer, with the consent of the Committee, to provide information to department heads and committee chairs on injuries and property/vehicle damage. Stelzer presented a resolution to amend the 2012 budget for Workers' Compensation.

Motion (Rozar/Hendler) to approve the resolution to amend the 2012 budget for Workers' Compensation for expenditures not included in the 2012 budget process and forward the resolution to the County Board for consideration. Motion carried.

Information Systems Director Kaup reviewed her letter of comments with the Committee. Hendler complimented Kaup on her work to date.

The members did not have question for the Wellness Coordinator.

Treasurer Kubisiak presented two resolutions. One resolution was to tax deed eligible property and another to sell tax deeded property. There was discussion on the resolutions.

Motion (Rozar/Hendler) to approve a resolution to tax deed eligible property and one to accept an offer of sale of tax deeded property and forward the resolutions to the County Board for consideration. Motion carried.

Rozar asked the Treasurer what was being done to sell small strips of land owned by the County, but not large enough for building. The Treasurer has tried to dispose of these pieces of property, but has not been successful.

Finance Director Martin asked for the members input on the presentation of the 2013 budget to the County Board. There was discussion on the presentation.

Jim Alfred gave an update on the reconciliation of Highway fund balances to the general ledger. The project is progressing and should be complete by the end of the year.

Martin advised the Committee that the Milliman study of liability and cost of post-employment benefits is due again. Human Resources is responsible for providing the majority of the information needed to complete this study. Martin would like the information by March 31, 2013. There was discussion on year-to-date budget and actual reports and an article from the Governing magazine.

A five minute break began at 9:05 a.m.

Human Resources

Several months ago the Committee extended a temporary policy deviation to the Sheriff's Department regarding overtime. Randy Dorshorst and Mike Malooly provided an update and noted there has been a savings to the department.

Motion (Pliml/Rozar) that the Sheriff's Department maintain the current policy deviation regarding overtime for six months. Motion carried unanimously.

Ed Reed discussed the impact of the Carlson Dettmann proposal on Human Resources and asked for the Committee's recommendation where it wanted Human Resources' time devoted regarding three proposals included in the Carlson Dettmann pay plan. The Committee directed that Human Resources focus on the insurance cost controls or options.

Reed indicated it was the consensus of the department heads that they would like undertake the process of developing a pay for performance program internally. The Committee agreed with the recommendation and will ask for an overview in March, 2013.

Considerable discussion was held regarding County Board members' questions regarding the Carlson Dettmann pay plan proposal. It was the consensus of the Committee that if the Board members have questions they should be addressed to the Executive Committee or Ed Reed. Reed also indicated that we are going into the third year with no increase, and we may lose good staff; employee morale is critical. Elected officials rates will be discussed later.

The Committee reviewed a resolution regarding presentation of the pay plan to the County Board. Peter Kastenholtz explained the resolution options. The cost to savings was discussed. A copy of the Pay Classification was distributed to those in attendance and changes reviewed. Specific questions regarding the mechanics of the Pay Plan will be discussed at a later date.

Motion (Rozar/Hendler) to present the resolution to the County Board adopting the Classification and Compensation Plan that requires a majority vote. Motion carried unanimously.

A five minute break began at 11:40 a.m.

Motion (Rozar/Hendler) to go into closed session at 11:45 a.m., pursuant to §19.85 (1)(e), Wis. Stats., to discuss collective bargaining negotiations with WPPA, Deputy Sheriffs Association. Motion carried by roll call vote.

Motion (Pliml/Hendler) to return to open session at 11:50 a.m. Motion carried unanimously.

Motion (Hendler/Pliml) to go into closed session at 11:51 a.m., pursuant to §19.85 (1)(f), Wis. Stats., to consider a Medical Leave of Absence request. Motion carried by roll call vote.

Motion (Pliml/Rozar) to return to open session at 11:55 a.m. Motion carried unanimously.

Motion (Rozar/Hendler) to extend an employee's medical leave of absence to December 5, 2012. Motion carried unanimously.

Ed Reed reminded the Committee that there would be a health insurance premium holiday on the third payroll in November. The Committee previously approved premium holidays on the third payroll in months with three payrolls.

As a result of the wage study, all job descriptions will be updated to ensure jobs in like classifications contain the same minimum job qualifications. Human Resources will undertake this process and complete its review within the next two to three years.

Correspondence - Paula Tracy presented an invoice for payment from an Impartial Hearing Officer regarding a recent employee complaint. The Complaint Resolution Process policy is not clear who is responsible for payment. The consensus of the Committee was Human Resources will pay this invoice, and make a decision for this case and future cases who will be responsible for Impartial Hearing Officer expenses.

Motion (Pliml/Miner) to adjourn the meeting at 12:10 p.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna Rozar, Secretary

Human Resources agenda items minutes taken and prepared by Paula Tracy. Other minutes taken and prepared by Bonnie Nuber. All minutes reviewed by the Executive Committee secretary.