

## **EXECUTIVE COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, March 05, 2013

**TIME:** 8:00 a.m.

**PLACE:** Room 115, Wood County Courthouse

**PRESENT:** Trent Miner, Donna Rozar, Lance Pliml, Hilde Henkel

**EXCUSED:** Peter Hendler

**OTHERS PRESENT:** Bill Clendenning, Chad Schooley, Kathy Roetter, Sammi Joanis, Terry Stelzer, Terry Rickaby, Michael Martin, Jason Scott, Ed Reed, Paula Tracy, Amy Slattery, Rae Ann Beaudry, Barb Ochs, Carol Tetzloff, Peter Kastenholz, Dennis Polach, Bonnie Nuber

### **Business:**

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

**Public Comment** - No comments from the public.

**Consent Agenda** – Rozar was not present at the February meeting and requested clarification on the minutes. She expressed concern on behalf of the Human Services Department on the wording of the following statement. “Martin was advised by the committee to work with the Human Services Department to ensure the financial reporting from that department is up to the county’s accounting standards.” Chairman Miner confirmed the statement reflected accurately the committee’s direction on the topic.

**Motion (Pliml/Henkel) to approve the consent agenda. Motion carried.**

Maintenance Coordinator Rickaby reviewed his letter of comments with the Committee. Rickaby advised the members he had just received word the Veterans Memorial Committee would like to expand the memorial and drawings can be provided. The members agreed to look at the drawings.

Risk Management Director Stelzer presented information regarding possible change to work comp third party administrative services. Wisconsin County Mutual has implemented a 5% rate credit to the liability premium, if the county consolidates their liability and workers compensation.

There were no questions on the Systems letter of comments.

Wellness Coordinator Joanis gave an update on wellness programs. It was noted that Michael Martin gave the committee a letter of resignation to the Wellness Board. Joanis stated this would make two vacancies on the board. She presented the names of two possible candidates for front line employees. The consensus was to ask Stephanie Bender, as she has been active on the Wellness Committee.

**Motion by (Rozar/Pliml) to accept with regret the resignation of Michael Martin from the Wellness Board. Motion carried.**

Committee members discussed the referral from County Board concerning mandating direct deposit for county board members. The consensus was to support mandating direct deposit. Bill Clendenning stated that his objections are valid, but he withdrew his opposition to direct deposit.

Finance Director Martin presented information regarding transfers from General Fund to Edgewater Haven and Child Support for 2012 operations. Martin stated that the Parks Department is requesting to transfer surplus 2012 timber sales and capital outlay to Fund 245 for 2013 Parks capital outlay. He presented a resolution to amend the 2013 Parks budget for additional expenditures. Martin further stated Human Services is requesting a carryover of unused capital outlay.

**Motion by (Rozar Henkel) to approve transfers from General Fund of \$15,382.58 to Child Support and \$602,877 to Edgewater for 2012 operations, and a transfer of \$200,000 (surplus Parks timber revenue) from the General Fund to the Parks Capital Projects Special Revenue Fund and a carryover of \$16,332 (Parks capital outlay) of available balances from 2012 to 2013. Motion carried.**

**Motion (Pliml/Henkel) to approve the resolution to amend the 2013 budget of the Park and Forestry Department for additional expenditures that were not anticipated during the original budget process and forward the resolution to the County Board for consideration. Motion carried.**

**Motion (Henkel/Pliml) to approve a carryover of \$27,400 Human Services capital outlay of available balance from 2012 to 2013. Motion carried.**

Ten minute break beginning at 8:55 a.m.

#### **Human Resources.**

Ed Reed provided an update regarding the health insurance reserves. The fund balance is satisfactory at this time.

Rae Ann Beaudry, Executive Vice President, The Horton Group reported results of the dependent eligibility audit that took place in November, 2012. By removing dependents that were no longer eligible for health insurance coverage, the County saved \$83,534.

Ed Reed informed the Committee that the employee feedback sessions relating to health insurance provided very useful information to consider when looking at health insurance plans for 2014.

Ms. Beaudry explained the timeline of changes of the Affordable Care Act (ACA). Due to the changes to health care imposed by the federal government, the Committee believed it important for Ms. Beaudry to share this information with the County Board.

**Five minute break – 10:40 a.m.**

**Reconvene – 10:45 a.m.**

Miner gave an update on the wage study. The Ad hoc Compensation/Wage Study Committee meets one more time and will have a recommendation for the County Board to consider.

Paula Tracy explained a resolution to amend the 2013 Human Resources Programs budget by \$4,298. The Ad hoc Compensation/Wage Study Committee has incurred additional expenses for its review of the completed wage study.

**Motion (Rozar/Henkel) to approve the resolution amending the 2013 Human Resources Programs budget and send it to the County Board for approval. Motion carried unanimously.**

Ed Reed reviewed sick day policy guidelines and had several recommendations for revision. The consensus of the Committee was to review more options at a later date.

Paula Tracy presented information regarding the use of temporary employees. The Committee asked Human Resources to put a procedure in place.

**Motion (Pliml/Rozar) to go into closed session at 11:20 a.m., pursuant to §19.85 (1)(g), Wis. Stats., to discuss a Fair Labor Standards Act (FLSA) matter that could result in litigation. Rozar: Aye; Henkel: Aye; Pliml: Aye; Miner: Aye. Motion carried.**

**Motion (Pliml/Henkel) to return to open session, at 11:25 a.m. Motion carried unanimously.**

**Motion (Rozar/Pliml) to go into closed session at 11:26 a.m., pursuant to §19.85 (1)(e), Wis. Stats., to discuss collective bargaining negotiations with WPPA, Deputy Sheriffs Association. Rozar: Aye; Henkel: Aye; Pliml: Aye; Miner: Aye. Motion carried.**

**Motion (Pliml/Henkel) to return to open session, at 11:28 a.m. Motion carried unanimously.**

**Motion (Rozar/Henkel) to adjourn the meeting at 11:32 a.m. Motion carried unanimously.**

Respectfully submitted and signed electronically,

*Donna 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.