



Bayfield County Administrator

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Mark Abeles-Allison, *County Administrator*
Kristine Kavajecz, *Assistant*

BAYFIELD COUNTY LABOR MANAGEMENT MEETING

Mission Statement: "To develop a team of represented, non-represented and elected officials that are committed to work together to raise and discuss issues of mutual concern in an informal and non-confrontational setting. -And- To develop a culture of mutual respect that fosters cooperation and innovation, recognizes and inspires the unique talents and contributions of every member, and strives toward a quality work environment that will enhance overall productivity and satisfaction."

The Bayfield County Labor Management Meeting is scheduled for Monday, May 11, 2015 1:30pm, in the Annex Meeting Room (Health Department). The agenda for this meeting is as follows:

AGENDA

1. Call to Order / Mission Statement
2. Minutes from the March 2, 2015 meeting.
3. Health Tip;
4. 2015 Financial Report Year to Date
5. Health Insurance Report
6. Wellness Program Updates
7. Standing Desk Update
8. Summer Day at the Lake, Employee and Family Event
9. Budget 2016 planning, ideas and suggestions
10. Review of Bylaws and purpose of the committee and discussion on how to educate employees about the purpose of the committee.
11. Topics for Next Meeting:
12. Adjournment.

Should you have any questions in the meantime, please do not hesitate to contact my office.

Sincerely,

Mark Abeles-Allison

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Enc.

cc: Mr. Scott Fibert, Bayfield County Clerk
Bayfield County Board of Supervisors
Department Heads
Employee Bulletin Boards
Martin Skaj, Teamsters
Anthony Budreau, WPPA

Bayfield County Labor-Management Meeting Minutes

Monday, March 2 – 1:30 p.m.

Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI

Members Present: Mark Abeles-Allison, Kris Kavajecz, Harold Maki, Cathy Moore, Terri Kramolis, Jason Bodine, John Bennett

Called to order at 1:30pm by Abeles-Allison

Abeles-Allison read the Mission/Vision Statement aloud.

December 15, 2014 Minutes: Consensus of the committee is to accept the minutes.

Health Tip: Have only the topic you are working on upon the desktop to help focus. Clear clutter and piles to reduce distractions.

Review of 2014 year-end financial report. Finished the year under budget, with some expenses yet to be received.

Review of 2015 financial figures for the first month of the year.

Health Insurance Report: As of the end of January 2015 claims experience for 2014 was 90% claims vs premiums paid. For the first month of 2015, claims experience was 99% claims vs premiums paid.

Wellness Program: On-line wellness challenge begins this week, encouraging employees to eat more fruits and vegetables. Minute to Win It Competition to take place during the lunch hour this Wednesday.

Computer Use Policy: The group reviewed portions of the county computer use policy involving use of county computers for personal use and also use of personal devices to access county email and documents. Two recent instances of viruses accessing county computers were reported and reiterated the necessity for network security of all devices that are used for county business.

Flex/Comp Time Discussion: Abeles-Allison explained that major changes have been made in the last 2 years, allowing departments more flexibility with regard to work hours. Examples of flexible scheduling practices were reviewed. It was also noted that it is not possible for flexible scheduling to take place in some offices due to the minimal number of staff. It was emphasized that offices must make every attempt to be open during regular business hours.

Voluntary Insurances: AFLAC and Delta Dental coverages were recently offered to employees with approximately 20% of employees enrolling in each of the coverages.

Standing Desks: There are currently 3 standing desks being utilized within the courthouse. Health trends show that standing is more healthy than sitting at a desk all day. The 2015 budget includes funding for the purchase of several units in 2015. It is being determined how they will be allocated.

Topics for Next Meeting: Review of Bylaws and purpose of the committee and discussion on

how to educate employees about the purpose of the committee.

Next meeting scheduled for May 11 at 2:30pm.

Adjourned at 2:30 pm.