

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, January 30, 2020
Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI**

Members Present: Dennis Pocernich, Brett Rondeau, Tom Snilsberg, Harold Maki

Members Excused: Tom Gordon

Others Present: County Administrator Mark Abeles-Allison, Kristine Kavajecz-Assistant, Jody Heffner, Dan Heffner, Kim Lawton, Pete Morrissette, Jason Bodine, Nikki Revak, Elizabeth Skulan

Meeting called to order at 4:00pm by Chairman Rondeau

Public Comment:

Jody Heffner commented that she is not in favor of using the StayWell on-line wellness incentive due to concerns with personal data protection. She also stated that she believes that it is a penalty rather than incentive.

Kim Lawton commented that she is a state employee and has concerns with the “incentive program” because she believes that the county’s current plan could be construed as coercive rather than an incentive because it amounts to more than \$1000 per year. She feels that it can have a negative morale impact as well. Incentive is to give something in addition to the base compensation, not a reduction of a premium.

Dan Heffner stated that there is currently a lawsuit by AARP related to wellness incentives. He reported that his research into StayWell is that the IP address is not a protected item and can be shared with other organizations.

Motion Pocernich, Maki to approve minutes of December 5, 2019. Motion Carried (4-0)

2019 Wellness Program Review and 2020 Plans: Pete Morrissette shared data about the 2019 wellness program and activities. Fitness Center, Fitness Classes, Shower Facility, Employee Gardens, Bicycle Racks, Disk Golf on Courthouse Lawn, Brown Bag Lunch and Learns, Salad Bar Lunches, Annual Wellness Fair, Seasonal Fun Activities with educational component.

Wellness Program, 2021: Abeles-Allison explained the 3 steps that were required to receive the premium incentive for 2020. The program for 2021 is currently being finalized. An employee group met to discuss ideas for a 2021 program. During that meeting concerns were identified related to privacy. A revised proposal was drafted based on the concerns received. A handout was provided that outlined the background/history of wellness initiatives over the last decade. The handout also outlined a proposal for 2021. The proposal for 2021 would offer the StayWell and Security Health on-line options, but would also offer a paper option for participation, addressing the privacy concern.

Discussion was held regarding what is an “incentive”.

Motion Maki, Pocernich to postpone this discussion until the next meeting. Motion Carried.

Comment was shared recommending that a set premium and set dollar incentive for participation be looked at as an option rather than a percent of premium.

Difficult-to-fill positions: County has struggled with filling Social Worker, Surveyor and Nurse positions. Social Worker I position has been open since May 2019. The professional pool is very small and the competition for employees is high. Currently evaluating many different options to attract new employees including, wages, benefits, educational assistance, interns.

Motion Pocernich, Snilsberg to enter into closed session pursuant to Wisconsin Statutes: §19.85(1)(c,e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to allow Skulan to participate in the closed session. Motion Carried. Entered closed session at 4:35pm

Motion Pocernich, Snilsberg to return to open session. Motion Carried. Returned to open session at 4:40pm

Review of Personnel Policy

- a. **Fire and EMS Volunteer Policy:** It was reported that a policy was implemented in 2019 allowing employees to receive compensation for responding to Fire and EMS calls during their shift up to 4 hours per month. 4 employees have utilized this policy. Feedback on the policy has been positive. The policy was also shared at a recent Towns Association meeting.
- b. **Vacation Policy:** Abeles-Allison reviewed the county's current vacation schedule. Data is being gathered from other counties and

Year end Personnel Statistics for 2019: Would like to see quarterly data.

Motion Pocernich, Maki to enter into closed session pursuant to Wisconsin Statutes: §19.85(1)(c,e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and deliberating or negotiating the purchase of public property, vesting of public funds or conducting other specified business whenever competitive or bargain reasons require a closed session. Approve Closed Session Minutes of November 7, 2019, Employee specific performance discussion, Exit interviews. Motion Carried.

Motion Pocernich, Maki to move into open session. Motion Carried. Entered open session at 5:00pm

Reports

- a) **Staffing Update:** Provided earlier
- b) **Evaluation updates:** Completed for 2019

Meeting adjourned at 5:05pm.

Minutes respectfully submitted by Kristine Kavajecz