

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, March 7, 2019
Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI**

Members Present: Dennis Pocernich, Brett Rondeau, Harold Maki

Members Excused: Tom Snilsberg, Tom Gordon

Others Present: County Administrator Mark Abeles-Allison, Kristine Kavajecz-Assistant, Paul Johanik-Highway Commissioner, Mike Gustafson-Patrol Superintendent, Jeff Spencer-Highway Patrolman, Dan Clark-Chief Deputy, Jan Victorson-Emergency Management Director, Craig Park-Maintenance Supervisor, Dalton Collins-Highway Patrolman, Jacob Brandis-Highway Shop Foreman, Cheri Deragon-Highway Bookkeeper, Martin Skaj-Highway Patrolman

Meeting called to order at 4:03pm by Chairman Rondeau

Public Comment:

Dalton Collins: Comments supporting the Teamster Health Insurance for Non-Union employees of the Highway Department.

Martin Skaj: Echoed the comments of Collins and suggested that Teamster Health Representatives meet with the Personnel Committee.

Paul Johanik: Commented that he has not taken insurance for the last several years, so the county is currently ahead when it comes to premiums paid.

Jan Victorson: Appreciates that the county is looking at a policy for volunteer EMS and fire fighters.

Motion Pocernich, Maki to approve Minutes of the February 14, 2019 Personnel Committee Meeting. Motion Carried.

Teamster Health Plan for non-union employees: Abeles-Allison reported that the Highway Committee has recommended that the Personnel Committee consider moving non-union employees in the Highway Department to the Teamster Health Plan. Items to consider included: 1) Plan changes to be made at the beginning of a Year because changes made mid-year are complicated. 2) Consider if a change to Teamster Health would be beneficial for all county employees rather than a select few. Explanation of the HRA for the Teamster plan was provided, which is more flexible and is a higher amount than the General courthouse employee HRA. There would be approximately \$32,000 in additional cost associated with extending Teamster Health to the full management team in Highway. Traditionally, health insurance has been voluntary. The Teamster Plan would require that all employees must be enrolled whether they need the coverage or not. Teamster Health premiums are competitive.

Motion Maki, Pocernich to authorize the management team of the Highway Department to participate in the Teamster Health Plan. Discussion: Non-union employees of the Highway Department have not been on the Teamster Health Plan in the past. This would include the Highway Commissioner and the Highway Superintendent. The Shop Foreman and Office

Manager positions were put on the county wage schedule and county health insurance in 2018 when the positions were made non-union. Prior to that point those 2 positions were union positions and were eligible for the Teamster Health Plan.

Motion Carried 2-1 with Rondeau opposed.

EMS / Fire Volunteer Work Policy: Other counties were surveyed for input on what they do to encourage and accommodate employees that are volunteer EMS or fire fighters. Various options were provided.

Motion Rondeau, Pocernich to suspend the rules and allow Dan Clark to address the committee. Motion Carried.

Cable ambulance service is a paid service. Most services pay per diems.

One suggestion is to implement a policy that will reimburse up to 6 hours per month to respond while on county employment time.

Maki emphasized that there are too many requirements for volunteers and that is why the number of volunteers is declining.

Abeles-Allison shared that several employees and department heads provided input on this topic. All supported the county's effort to encourage volunteerism and that the county's effort to encourage other businesses in the county to do the same. One suggestion received was that county employees respond on the second call out if others are not available rather than being the primary call-out. Comment was received that certain positions would not be able to leave work for this purpose due to the job requirements (Dispatch, snow plow etc).

Recommendation of the committee is for Abeles-Allison to put together a draft policy and bring it to the Personnel Committee for consideration at the April meeting.

Part-Time Jailer Wage Plan: Proposal is to authorize step increases for part-time jailers that work 975 hours per year or more. There was not support for this policy. No action was taken.

Part-Time staff to serve multiple departments: There is currently funding for 2 separate part-time staff in the UW Extension Office (10 hrs/wk) and in the County Administrator's office (10hrs/wk). The proposal is to combine the two positions to make one part-time position. There would be no cost impact to the county, however, the combined position would be eligible for pro-rated benefits (sick, vacation, holiday).

Motion Pocernich, Maki to authorize a combined part-time position serving multiple departments as discussed. Motion Carried.

Reports

- a) **Part-Time Retirement Options:** Abeles-Allison reported that trends show that a large number of "baby boomers" will be exiting the workforce over the next 10 years. The county could consider policies that would allow employees to continue to work,

- possibly on reduced hours.
- b) Personnel Financial: Average of about a 2% increase over 2018 at this time of year.
 - c) Health Insurance Reports: No utilization report was available.

Motion Pocernich, Maki to enter into closed session pursuant to Wisconsin Statutes:

- a. *§19.85(1)(c, e) to approve Closed Session Minutes of February 14, 2019*
- b. *§19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to review recent exit interviews.*
 - i. *Highway Department Patrolman Wage Request*
 - ii. *Reclassification Request*
- c. *19.85(1)(g) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*
 - i. *Wisconsin Fair Employment Act Complaint*
 - ii. *Unemployment Claim*

Motion Carried. Entered closed session at 4:47pm

Motion Maki, Rondeau to return to open session. Motion Carried. Returned to open session at 5:05pm

Meeting adjourned at 5:05pm.

Minutes respectfully submitted by Kristine Kavajecz