

**LANGLADE COUNTY  
PERSONNEL COMMITTEE MINUTES**

**Meeting Date: 1/18/2011  
Time: 3:30 p.m.**

**CHAIRMAN:** James Jansen

**MEMBERS PRESENT:** James Jansen, Michael Klimoski, Dale Dahms, and George Bornemann

**MEMBERS ABSENT:** Dick Hurlbert (excused).

**OTHERS PRESENT:** Robin Stowe, John Prentice, Bill Majest, Dennis O'Brien, representatives of Highway Union, Eugene Rogatzki, Crystal Wells

The meeting was called to order at 3:30 p.m. by Chairman Jansen in the Wolf River Room of the Resource Center, 837 Clermont St, Antigo, WI 54409.

**Amend/approve minutes of the January 6, 2011 meeting.**

Motion by Bornemann, seconded by Dalms, to approve the minutes of January 6, 2011 as printed. All ayes, motion carried.

**At approximately 3:30 p.m., consider moving into closed session pursuant to Section 19.85(1)(c) and (e), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to conduct public business whenever competitive or bargaining reasons require a closed session: to confer with labor relations attorney regarding union contract negotiations.**

Motion by Bornemann, seconded by Klimoski to convene into closed session by roll-call vote. Dahms aye; Bornemann aye; Klimoski aye; Jansen aye. Committee commenced in closed session at 3:45 p.m.

**Continued in closed session pursuant to §19.85(1)(c) and (e), Wis. Stats., to continue contract negotiations with Local 36 Highway Union.**

**At approximately 5:00 p.m., return to open session with possible action taken on any matters discussed during closed session.**

Motion by Bornemann, seconded by Dalms, to return to open session. All ayes, motion carried. Committee returned to open session at 6:15 p.m.

After extensive negotiations, the Highway Union and Personnel Committee reached an agreement on the terms of a two year contract. A summary of the Contract proposal will be submitted to the County Board on February 15<sup>th</sup> for its review and approval. The agreements reached with the other AFSME units will apply to the Highway Union, summarized as follows:

Extend benefits to "domestic partners" to the extent required by law, with the exception of health insurance.

Increase funeral leave from one day to two days to attend the funeral of an aunt or uncle. This leave is deducted from the employee's available sick leave.

Accrual of three weeks (15 days) of vacation after seven years of employment rather than nine years of employment.

Effective January 1, 2011, implement the changes to the health insurance plan as recommended by the Health Insurance Advisory Committee (attached).

Effective April 1, 2012, employees enrolled in the family plan shall pay \$75.40 each month toward the family plan health insurance premium and the employees enrolled in the single plan shall pay \$25.90 each month toward the single plan insurance premium. Said amounts will be eligible for a Section 125 (Flexible Spending) account, deducted from earnings before taxes.

The Agreement is effective from January 1, 2011 until December 31, 2012.

There will be a 2% wage increase effective December 31, 2011, a 1% wage increase effective April 1, 2012 and a 1% wage increase effective July 1, 2012.

In addition, the Highway Commissioner agrees to change the process of appointing union employees to the weekend on-call list by assigning these responsibilities to non-union employees for the winter months. On that basis, the Union agrees that this change will resolve all grievances filed regarding the assignment of work to lead persons and/or the assignment of work to lead persons resulting in overtime pay.

The call-in pay on holidays will be increased from 1 hour to 2 hours.

**Review the County's Alcohol/Drug Free Workplace Policy.** Employees who are required to maintain a Commercial Drivers License are subject to random drug tests. The Committee reviewed the process required to expand the County's reasonable suspicion testing for drugs and alcohol to random testing for all employees or alternatively for all employees who are required to operate an automobile as a part of their job. Labor Relations Attorney John Prentice explained the process to the Committee, which includes bargaining the establishment of this policy with union employees. John Prentice advised the Committee that unless the County believes that the County's alcohol and drug free workplace policy is being violated and that pre-employment screening and reasonable suspicion testing is not able to address the problem, then random drug testing could be an option to consider. This matter was placed on the agenda for information purposes only, no action taken by the Committee at this time.

**Adjourn the meeting.**

A motion was made by Dahms, seconded by Bornemann, to adjourn meeting. All ayes, motion carried, and meeting of the Personnel Committee was adjourned at 6:20 p.m. The next Personnel Committee meeting will be February 10, 2011.

Respectfully submitted:  
Robin J. Stowe

## **LANGLADE COUNTY HEALTH INSURANCE CHANGES EFFECTIVE JANUARY 1, 2011**

**Chiropractic Services:** The following is a change to chiropractic services as recommended by the Health Insurance Advisory Committee:

- Increase the co-pay from \$10 per office visit to \$15 per office visit (this would apply to medical co-pays across the entire plan); and the Service Visits and Chiropractic will be subject to deductible and co-insurance.

**Prescription Drug Coverage:** The following are changes to prescription drug coverage as recommended by the Health Insurance Advisory Committee:

- Take the cap of \$250 for individual and \$750 for family off the generic and formulary.
- Increase the retail formulary brand to \$35 and mail order brand to \$25. Increase retail non-formulary 34 day supply to \$35 co-pay and retail non-formulary 35-90 day supply to \$70 co-pay, and mail order up to 90 day supply increase to \$25. This change will result in the ability to gain additional rebates for drug purchases.
- \$5 co-pay for over the counter (OTC) drugs with a prescription. A listing of OTC drugs will be made available that can be substituted for expensive brand name equivalents. (See attached information.)

**Annual Physicals:** The following is a change to annual physicals as recommended by the Health Insurance Advisory Committee:

- Employee pays a fee of five percent (5%) of annual health premium (for the duration of one year) if they do not have an annual exam. There would also be an additional five percent (5%) fee if their spouse does not complete an annual exam. Employees and spouses will have the entire year of 2011 to complete their annual physical exam. The employee and their spouse will need to have the attached form completed by their Physician as proof of completing the physical. The form will then be submitted to the Finance Department by December 31<sup>st</sup> to avoid the penalty of the premium payment. If an employee or their spouse does not complete the annual physical, and is required to pay five percent (5%) of the annual health premium for a year, then in the next year they can complete the physical to avoid another year of the penalty. The five percent (5%) per employee or spouse will be deducted on a bi-weekly schedule. (See attached Employee Physical Verification Form.)
- The County will cover the CDL licensing physical, paid at 100%.



## EMPLOYEE PHYSICAL VERIFICATION FORM

This form is used to verify that the employee and the employee's spouse each obtained a physical to avoid the payment of health insurance premiums, and this form must be submitted to the Finance Department before December 31<sup>st</sup>.

Langlade County requires all employees **and** their spouses, who are on the County's health insurance plan, to have an annual physical, regardless of age or medical history. Failure to complete an annual physical will result in a fee of five percent (5%) of the health insurance premium. The employee pays the five percent (5%) fee (for the duration of one year) if they do not have an annual exam. There would also be an additional five percent (5%) fee if their spouse does not complete an annual exam.

Employee Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Employee Department \_\_\_\_\_

Name of Person Receiving the Annual Physical:

\_\_\_\_\_

Relationship (Please check box that applies): Employee  Spouse

Name of Facility Where Physical was Performed:

\_\_\_\_\_

Name of Physician who Performed the Physical (Please Print):

\_\_\_\_\_

Signature of Physician who Performed the Physical:

\_\_\_\_\_

I certify that the information provided on this form is accurate, and that the aforementioned person did receive an annual physical.

Date of Physical Exam: \_\_\_\_\_

**Failure to have a Physician complete this form will result in employee being required to pay five percent (5%) of the health insurance premium for the duration of one year.**

**LANGLADE COUNTY  
OVER THE COUNTER DRUG LIST  
December 2009**

<b>Over-the-Counter Drugs</b>	<b>Prescription Drug Equivalents</b>	<b>Use</b>
Loratadine	Clarinet, Allegra, Xyzal (generic)	Non-sedating antihistamine
Alaway	Ketotifen	Anti-inflammatories for the eye
Zaditor	Ketotifen	Anti-inflammatories for the eye
Prevacid OTC	Prevacid 24HR, Zegerid*, Prilosec, Kapidex, Nexium, Protonix, Aciphex	Proton pump inhibitors
Omeprazole	Prevacid 24HR, Zegerid*, Prilosec, Kapidex, Nexium, Protonix, Aciphex	Proton pump inhibitors
Prilosec OTC	Prevacid 24HR, Zegerid*, Prilosec, Kapidex, Nexium, Protonix, Aciphex	Proton pump inhibitors

\*Zegerid will become available over-the-counter sometime in 2010 and will be known as Zegerid OTC.