

**LANGLADE COUNTY
PERSONNEL COMMITTEE REPORT**

Meeting Date: 1/04/2012

Time: 9:00 a.m.

CHAIRMAN: James Jansen

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

MEMBERS ABSENT: None

OTHERS PRESENT: Robin Stowe, Gary Olsen, Becky Frisch, Chet Haatvedt, Bill Greening

The meeting was called to order at 9:00 a.m. by Chairman Jansen in the Law Library Room 205 of the Langlade County Courthouse, 800 Clermont St, Antigo, and WI 54409.

Approve/amend minutes of the December 2, 2011 meeting.

Motion by Bornemann, seconded by Klimoski, to approve the minutes of December 2, 2011 as printed. All ayes, motion carried.

Discuss Memorandum of Understanding with the County Unions.

On November 23, 2011, the State adopted Act 65, which allows the County and each of its unions to enter into a Memorandum of Understanding (MOU) by February 23, 2012 to revise the terms of existing collective bargaining agreements without having the provisions of the Budget Repair Bill apply to the union employees. Robin sent each of the five unions an outline of a proposed Memorandum of Understanding to discuss the possibility of entering into an MOU to revise the terms of the County's self-funded group health plan. Langlade County has a new PPO provider as of January 1, 2012 which includes Aspirus and Marshfield clinics. In 2011, the County's health insurance plan experienced a shortfall of approximately \$600,000. Therefore, this new law provides an opportunity to implement some changes to the health plan in 2012 which will reduce the need to make more dramatic changes to our health plan in 2013. The changes proposed in an MOU at this time are:

- I. CHANGE THE OUT-OF-NETWORK CO-PAY CHARGE FROM 20% TO 30%. Currently, after deductibles have been met, the plan member is responsible for 20% of the eligible charges from health care providers that are not part of the designated Preferred Provider Organization (PPO) until the out-of-pocket maximum is satisfied. Under this revision, the co-pay would remain at 10% for PPO charges and would be 30% for non-PPO charges.
- II. CHANGE THE OUT-OF-POCKET MAXIMUM TO \$800 PPO / \$2,400 NON-PPO (SINGLE PLAN) AND \$1,000 / \$3,000 (FAMILY PLAN). Currently, the out-of-pocket maximum for a single plan is \$400 PPO and \$1,200 non-PPO per calendar year; and \$600 PPO / \$1,800 non-PPO for a family plan. The out-of-pocket maximum does not apply to benefit specific co-pays, such as the co-pay for office visits.
- III. CHANGE THE OFFICE VISIT CO-PAY FROM \$15 TO \$20. Currently, a plan member is charged \$15 for each office visit.

The corrections/dispatchers union and the deputies union both voted yes to the Memorandum of Understanding. The Courthouse and professional unions will meet on January 11, 2012 to discuss the Memorandum of Understanding. The Highway union as a body voted against any changes in the Health Insurance or opening up their contract. If the County is unable to enter into an MOU with all of its unions, then one option is to implement the changes to applicable union and non-union employees by establishing a multi-tiered health plan (i.e., a plan that incorporates the MOU changes and one plan

that does not). Administratively, the multi-tiered plan is possible but Gary suggested this be done for one year which would then put all the unions and non-union together on a future date. After 2013, the County would need to determine how to go about merging the two plans into one. Discussion followed regarding the timing of bringing a resolution to the County Board as the law provides that an MOU must be adopted within 90 days of the law's effective date (or no later than February 23, 2012). Motion by Bornemann, seconded by Dahms to send proposal of nonunion and unions not agreeing to MOU to County Board for advisement. All ayes, motion carried.

Review status of employee handbook.

Robin updated the Personnel Committee on the process being used to create a new employee handbook. The new employee handbook must be in place by 2013, however for budget reasons and in order to establish internal comparables for future bargaining with the Deputies Union, it is recommended that a handbook be adopted before June, if possible. Initially, the Personnel Committee provided Robin and Gary with directions on drafting a new employee handbook and the Committee had been previously provided with a couple of versions of the potential employee handbooks. Recently, the Executive Committee recommended that a workgroup comprised of department heads be formed to draft the handbook. Subsequently, this workgroup recommended that workgroup be expanded to include all department heads. Since this new process differs from the course originally charted by the Personnel Committee, this matter is placed before the Committee for its consideration. The Committee agreed that involving all department heads in this process is a good idea, to identify methods of reducing the costs of providing government services and creating efficiencies in the operation of their respective departments. The time table was discussed, and the goal will be to complete the new handbook in time for possible consideration by the County Board at its meeting in March. The Committee understands that the department heads will meet periodically for the purposes of developing a new employee handbook. It will have to be adopted by County Board. Motion by Bornemann, seconded by Hurlbert to establish a work group to present a draft to the Personnel Committee in stages. All ayes, motion carried.

Discuss proposed changes to No Weapons in the Workplace Policy.

The current no weapons in the workplace allows that the county, as an employer, can prohibit employees from concealed carry in the course of their employment. The policy was adopted a couple months ago by the Personnel Committee. Since the adoption of the policy, there have been some concerns about the language contained in the policy which allows the County to search the personal property of employees. Discussion followed regarding revision of the search paragraph to include the employee being present during a search of their property, if warranted. There would not be random searches. There would have to be reasonable suspicion to search. Motion by Bornemann, seconded by Hurlbert to have Corporation Counsel revise the inspection paragraph. Three ayes, two noes. Motion carried.

Review and approve payment of monthly bills and comp time for the following departments: Corporation Counsel, Circuit Court, Probate/Juvenile, Register of Deeds and District Attorney.

Motion by Bornemann, seconded by Hurlbert to approve payment of bills as presented. All ayes, motion carried.

Adjourn the meeting.

A motion was made by Hurlbert, seconded by Bornemann to adjourn meeting. All ayes, motion carried, and the meeting was adjourned at 9:55 a.m.

Respectfully submitted:
Gail Dunlop