

**LANGLADE COUNTY
PERSONNEL COMMITTEE REPORT**

Meeting Date: 3/07/2013

Time: 9:00 a.m.

CHAIRMAN: Doug Nonnenmacher

MEMBERS PRESENT: Doug Nonnenmacher, Dale Dahms, Dave Solin, Richard Hurlbert and Arlene Bonacci

MEMBERS ABSENT: None

OTHERS PRESENT: Robin Stowe, Gary Olsen, Kim Van Hoof, Craig Hotchkiss

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

Pledge of Allegiance.

Approve/amend minutes of February 27, 2013.

Motion by Hurlbert, seconded by Dahms, to approve the minutes of February 27, 2013 as printed. All ayes, motion carried.

Continue discussion regarding converting Social Workers to exempt salaried employees.

The Department of Social Services has been struggling with work load and compensatory time off issues for some time now and the problem has reached a critical stage. The County employs six full-time social worker positions compensated at an hourly rate based upon a 35 hour work week. As a general rule, when hourly employees work over 35 hours they are allowed to use "comp time". Taking time off from work as "comp time" only increases the work load issues. As a short term solution to this problem, the County previously approved social workers to work 40 hours per week until April 1st. As long term solution, the County considered converting social worker positions to salaried positions similar to the approach taken by other counties. The Committee requested a legal opinion from labor counsel to determine whether our social work positions qualified as salaried and the legal process for such conversion. The legal opinion indicates that our social worker positions qualify for conversion to salaried and the process used should not increase or decrease the current compensation rate. Therefore the proposal for conversion to salary will be to convert the current hourly wage x 40 hours per week as the salary, and social workers will continue to receive the \$2/hr pager pay. If the County Board approves the conversation then this would become effective April 1, 2013. As the juvenile court worker positions are currently structured, these positions likely do not qualify for conversion to salary. Discussion followed. Motion by Hurlbert, seconded by Solin to forward this conversion proposal to the Finance Committee to propose a funding source for the additional hours. All ayes except Bonacci who voiced her concern about how the County would be able to afford the increased costs of converting the social workers to salaried, and that perhaps there was another less costly solution to the workload and comp time issues. Motion carried.

Discuss formula regarding compensation for interim Department Head positions.

The Committee continued the discussion regarding compensation for interim department head positions and interim non-department head positions. This item was discussed at the previous committee meeting. Motion by Hurlbert, seconded by Dahms to add the following wording to section II, K of the Employee Handbook. Additional compensation for an interim appointment to a

department head position: the oversight committee may approve additional compensation at the rate of up to \$300 per month, not to exceed the top pay for the Department Head position. All other interim appointments, the oversight committee may approve additional compensation at the next highest compensation rate established for the vacant position. All ayes, motion carried.

Adopt procedure for reviewing and approving Severance Agreements.

Robin Stowe explained to the Committee that now the County is required to have and follow a grievance policy, the County needs to reconsider how they approve severance agreements. Due to the fact that the Personnel Committee serves as the hearing officer and the County Board is the final appeal process in the new Grievance Policy, it is best to limit the number of County Board members that need to approve severance agreements. By being involved in this process, Board members could not participate in the grievance hearing or appeal. The proposed policy would authorize the County Board Chairman and Corporation Counsel / Administrative Coordinator to approve severance agreements. Finance Committee approval might be needed for a monetary settlement, but only to the limits that apply to Finance Committee. Robin advised that Department Heads are consulted during this process. Motion by Dahms, seconded by Hurlbert that the County Board Chairman and the Corporation Counsel / Administrative Coordinator be allowed to approve severance decision. All ayes, motion carried.

Review changes required to the County's health plan and employee handbook to address requirements of Health Care Reform initiatives beginning 2014.

Robin Stowe, Gary Olsen, and Pam Resch attended a seminar regarding the Health Care Reform Law enacted in 2011 (commonly referred to as "ObamaCare"). This seminar addressed the changes to health insurance that will be effective in 2014. There will be many changes that are required in 2014 that will impact the County. These changes will need to be addressed by the Health Insurance Trustees and might require changes to the Employee Handbook. Robin explained the "Pay or Play" rules of the new law. One change is an annual look back period for determining if an employee is eligible for health insurance. The new law states that any employees who work over 30 hours a week or 1560 hours a year have to be allowed to participate in the organization's health insurance program. There are costly penalties to an organization that discriminates against some individuals by not allowing them on the health plan if they are eligible. This could impact the County's casual employees. There also needs to be a stabilization period determined by the organization. These decisions will need to be made by July 1, 2013. The County will also need an open enrollment period every year, starting in 2014. Also, in 2014, there can only be a 90 day waiting period for a new employee to be put on the health plan. This item was for information purposes only.

Review how the Budget Repair Bill has been implemented for all County employees.

There have been questions about how the Budget Repair Bill has been implemented for all County employees, so Robin Stowe distributed a document detailing the steps the County has taken in implementing this law which took effect in 2011. A chart of how each of the different employee groups have been impacted by this law was also distributed. The chart shows the differences in implementation of WRS deductions, cost of living adjustments and health insurance changes for each employee group from 2011 - 2013. WRS Contributions: Nonunion employees and elected officials began paying the WRS employee contributions in August of 2011 while the union employees began paying the WRS employee contributions in January of 2013. The chart shows that all employees* received a 0% COLA in 2011. In 2012, union employees received a 2% increase on 12/31/11, 1% increase on 4/1/12, and a 1% increase on 7/1/12, totaling 4%. Non-union employees received a 4% increase in 1/1/12. In 2012, the County maintained two separate health plan designs with AFSCME union employees having a lower cost health plan than offered to other County employees. This item was for information purposes.

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

The bills were reviewed. No action taken.

Set date for next meeting.

The next regular meeting date will be April 4, 2013 at 9:00 a.m.

Adjourn the meeting.

A motion was made by Dahms, seconded by Hurlbert to adjourn the meeting. All ayes, motion carried, and the meeting was adjourned.

Respectfully submitted:

Gail Dunlop