

## **HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE**

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Monday, March 2, 2015 at 11:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

**HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac; Frohling; and Schmidt.**

**MEMBER EXCUSED: Greshay**

**ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, Dodge County Administrator; Angela Zilliox, Human Resources Specialist**

**Meeting called to order by Marsik at 11:00 a.m.**

Roll call was taken. All members present except for Greshay who was excused.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Frohling to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Schmidt. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Duchac to approve the minutes of the February 17, 2015 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling to approve the minutes. Motion carried.

Eske explained a request for donations of sick time for an employee of the Jail who has a serious health condition that will require her to be out of work for an extended period of time. Eske explained that this employee will exhaust her available paid time during this period.

Motion by Duchac to approve the request for donations of sick time under the established guidelines and by doing so does not establish a practice or precedent. Second by Schmidt. Motion carried.

Eske gave the Committee an update on the Kronos Project and answered questions from the Committee members.

Rains explained a resolution to continue the County's self-insured worker's compensation program. Rains stated that the Department of Workforce Development requires that a resolution be passed by the County Board in accordance with Administrative Code DWD 80.60(3).

Motion by Duchac to recommend approval of the resolution by the County Board at the next regular meeting on March 17, 2015. Second by Frohling. Motion carried.

Rains gave an update regarding the health insurance survey that the Hayes Company has been working on. He stated that out of forty-one (41) entities contacted to complete the survey seventeen (17) have responded. Hayes Company indicated that they could send out another email indicating that the deadline has been extended in an attempt to receive additional

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 03/02/15

completed surveys. A lengthy discussion followed. It was the consensus of the Committee to allow Hayes Company to send out an email notifying the entities that have not responded that the deadline has been extended.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

Motion by Frohling to approve the Personnel Requisitions as presented. Second by Duchac. Motion carried.

Utility II – Truck Driver – F.T., Highway Department  
Meal Site Manager – P.T. <20 hrs/wk, Human Services & Health Department  
Transportation Driver P.T. <20 hrs/wk, Human Services & Health Department

Leave of Absence: None.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: None. STEP INCREASE – UNION: None. NEW HIRE: Steven R. Coughlin, Utility II/Truck Driver–West, Highway Department at \$17.14, Pay Grade DC04, Step ST02 effective 02-12-15; Justin D. Lind, Utility II/Truck Driver II–West, Highway Department at \$17.14, Pay Grade DC04, Step ST02 effective 03-02-15; Bruce E. Wiese, Transportation Driver, Human Services & Health Department at \$12.16, Pay Grade MSC17, Step 01<sup>ST</sup> effective 02-13-15. RE-HIRE: Kippi L. Bednar, Counselor III-Case Manager-M.H. Community, Human Services & Health Department at \$22.44, Pay Grade DC07, Step ST01 effective 02-16-15. LIMITED TERM/SEASONAL: None. RECLASSIFICATION: Brian J. Franke, County Patrolman–West, Highway Department at \$17.61, Pay Grade DC04, Step ST03 effective 02-12-15. STEP INCREASE: Patrick P. Litscher, Child Support Attorney, Child Support Department at \$36.67, Pay Grade DC10, Step S12A effective 01-30-15; Bernadette M. Mueller, Director Child Support, Child Support Department at \$35.30, Pay Grade DC11, Step S07B effective 02-05-15; Linda S. Neitzel, Child Support Specialist II, Child Support Department at \$19.12, Pay Grade DC05, Step ST02 effective 02-27-15; Carrie A. Lagerman, Administrative Assistant–Finance, Finance Department at \$19.99, Pay Grade DC04, Step S08B effective 03-06-15; Chad D. Bader, Mechanic, Highway Department at \$23.44, Pay Grade DC06, Step ST06 effective 03-06-15; Daniel J. Brozek, Welder, Highway Department at \$22.85, Pay Grade DC06, Step ST05 effective 03-12-15; Amy J. Cook, Senior Social Worker, Juvenile Court Intake, Human Services & Health Department at \$29.58, Pay Grade DC08, Step S09A effective 03-09-15; Margarite F. Cruz, Economic Support Specialist I–Bi-lingual, Human Services & Health Department at \$17.19, Pay Grade DC04, Step ST02 effective 03-19-15; Erin M. Falcon, Economic Support Specialist II, Human Services & Health Department at \$19.17, Pay Grade DC05, Step ST02 effective 03-18-15; Jacqueline N. Oestreich, Account Clerk II, Human Services & Health Department at \$18.52, Pay Grade DC03, Step S10B effective 03-08-15; David D. Overshiner, Counselor III–AODA, Human Services & Health Department at \$23.72, Pay Grade DC07, Step ST03 effective 03-15-15; Jaclyn A. Wendlandt, Customer Service/Support Specialist–Aging, Human Services & Health Department at \$17.57, Pay Grade DC02, Step S14B effective 03-23-15; Kevin J. Nakielski, Database Administrator, Information Technology

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 03/02/15

Department at \$31.00 , Pay Grade DC11, Step ST02 effective 02-24-15; David L. Braunschweig, Watershed Project Technician, Land Conservation Department at \$26.96, Pay Grade DC06, Step S12B effective 04-01-15; Jon G. Duckert, Conservation Technician, Land Conservation Department at \$26.96, Pay Grade DC06, Step S12B effective 03-04-15; Nancy J. Basol, Deputy Secretary, Sheriff's Department–Communications. Division at \$20.21, Pay Grade DC03, Step S14B effective 04-05-15; Christine A. Churchill, Communications Sergeant, Sheriff's Department–Communications Division at \$28.77, Pay Grade DC07, Step S11A effective 03-14-15; Brenda M. Pieper, Corporal–Jail, Sheriff's Department–Jail Division at \$26.62, Pay Grade DC06, Step S11B effective 04-09-15; Jason A. Polsin, Jail Supervisor, Sheriff's Department–Jail Division at \$28.54, Pay Grade DC08, Step S07B effective 03-01-15; Chad R. Riter, Jail Supervisor, Sheriff's Department–Jail Division at \$30.28, Pay Grade DC08, Step S10A effective 03-09-15; Benjamin P. Schepp, Corporal–Jail, Sheriff's Department–Jail Division at \$27.21, Pay Grade DC06, Step S12B effective 03-24-15; Jeffrey A. Schlegel, Jail Program Specialist, Sheriff's Department–Jail Division at \$25.74, Pay Grade DC05, Step S14B effective 03-26-15; Kathleen D. Vergenz, Deputy Secretary, Sheriff's Department–Communications Division at \$20.46, Pay Grade DC03, Step S14B effective 04-09-15; Jodi L. Zitlow, Deputy Secretary, Sheriff's Department–Communications Division at \$18.52, Pay Grade DC03, Step S10B effective 04-05-15; Debra A. Struve, Administrative Secretary III, U.W. Extension Department at \$15.58, Pay Grade DC03, Step ST03 effective 03-04-15. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

**HR Director's Report:**

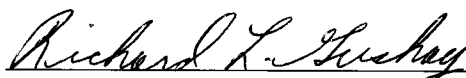
- a) Disciplinary Actions: None.
- b) Grievances and Arbitrations: None.

Future Agenda Items: 2014 Non-represented Performance Review Results.

Future Meeting Dates and Times:

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **March 17, 2015 and April 4, 2015 at 9:00 a.m.**, which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 11:40 a.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.