

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 Friday, November 15, 2019 at 4:00 p.m. in meeting room 4C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Sheahan-Malloy, Hilbert and Schmidt

MEMBERS EXCUSED: None

ALSO PRESENT: Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Deanna Wilson, Administrator/Executive Director Clearview; Wendy Gubin, HR Assistant; Chief Deputy Scott Mittelstadt; Larry Bischoff, County Board Supervisor; Kevin Burnett, County Board Supervisor

Meeting called to order by Marsik at 4:00 p.m.

Roll call was taken. All members present.

Chair Marsik asked the non-Committee Member County Board Supervisors, if they wished to be paid for attending the meeting. Supervisor Bischoff and Supervisor Burnett accepted payment.

Marsik asked if anyone present had any public comments. There were none.

Motion by Greshay to approve the open session minutes of the regular meeting of November 4, 2019 and the open and closed session minutes of the special meetings of November 4, 2019 of the Human Resources and Labor Negotiations Committee. Second by Hilbert. Motion carried without negative vote.

Hinze referenced the Clearview Certified Nursing Assistant (CNA) Recruitment policies provided in the agenda packets including: CNA Training for Current Employees and New Recruits, Employee Referral Program and Sign On Bonus Program, and CNA Pay Based on Experience. Wilson identified the revisions to the two (2) updated policies and explained the new policy.

Motion by Schmidt to approve Policy# 7026 - CNA Training for Current Employees and New Recruits as presented effective November 21, 2019. Second by Hilbert. Motion carried without negative vote.

Motion by Greshay to approve Policy# 1102 - Employee Referral Program and Sign On Bonus Program with a modification to include bonus is prorated for part-time effective November 21, 2019. Second by Hilbert. Motion carried without negative vote.

Motion by Schmidt to approve Policy - CNA Pay Based on Experience as presented effective November 21, 2019. Second by Greshay. Motion carried without negative vote.

Hinze asked the Committee how they would like to move forward with Vendor Selection of the Compensation and Benefits Study in 2020. There was discussion regarding the study.

Motion by Greshay to proceed with the Compensation and Benefit Study and selecting McGrath Human Resources Group as the vendor. Second by Schmidt. Motion carried without negative vote.

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

Two (2) Deputy Sheriff (two requisitions)

Sheriff

Motion by Schmidt to approve the Personnel Requisitions as presented. Second by Hilbert. Motion carried without negative vote.

There were no leave of absences for consideration

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

STEP INCREASE – UNION – None. NEW HIRE – UNION – None. RECLASSIFICATION – UNION – None. APPOINTED OFFICIAL - Charles Crave, Appointed Official – Drainage Board, County Board, \$50.00/mtg., CB01, ST N/A, 10/09/2019; Harvey Lewis, Apptd. Official-Veterans Service Comm., County Board, \$50.00/mtg., CB01, ST N/A, 11/12/2019. NEW HIRE – Luke S. Alsum, Diesel/Heavy Equipment Technician, Highway, \$25.05, DC07, ST01, 11/25/2019; Patrick L. Polsin, Highway Maintenance Technician, Highway, \$20.75, DC05, ST01, 11/11/2019; Travis J. Walsh, Highway Maintenance Technician, Highway, \$20.75, DC05, ST01, 11/14/2019; Arthur J. Schregardus, Stock Clerk, Highway, \$19.10, DC04, ST02, 11/01/2019; Jill Weisensel, Nutrition Site Manager – Float, Human Services, \$12.17, MSC15, ST01, 11/04/2019; James P. Johnson, Transportation Driver, Human Services, \$12.65, MSC17, ST N/A, 11/07/2019; Danielle J. Van Egtern, Deputy Register of Deeds, Register of Deeds, \$16.46, DC03, ST01, 11/21/2019. LIMITED TERM/SEASONAL NEW HIRE – None. LIMITED TERM/SEASONAL RE-HIRE - Crystal Wells, L.T.E. Chems Trainer, Highway, \$40.00, MSC08, ST N/A, 11/07/2019. REHIRE – None. RECLASSIFICATION – Heidi R. Denure, Economic Support Specialist Lead, Human Services, \$24.13, DC06, ST03 promotion, 11/14/2019. PROGRESSION - None.

The Committee reviewed the Orientation Period Reports as presented.

HR Director's Report:

- a) Summary of Employee Resignations/Retirements: Hinze and Gubin presented a summary of recent employee resignations/terminations.
- b) Grievances and Arbitrations: Nothing to report.

Closed Session:

Roll call vote was taken.

Motion by Greshay, second by Sheahan-Malloy to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the closed session is pursuant to Section 19.85(1)(e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, developing negotiation strategies for collective bargaining with the Sheriff's Sworn Union, Local 120, Labor Association of Wisconsin. The meeting was closed pursuant to section 19.85(1)(e) of the Wisconsin Statutes. Motion carried by unanimous vote of all members present at 5:15 p.m.

Open Session:

Motion by Greshay, second by Sheahan-Malloy to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 7:08 p.m.

Future Agenda Items: Red Circle Report.

It was the consensus of the Committee to schedule the next regular meetings of the Human Resources and Labor Negotiations Committee as follows: **Monday, December 2, 2019 at 9:30 a.m. and Tuesday, December 17, 2019 at 5:00 p.m.** which will be held in room 4C of the Administration Building.

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Meeting adjourned by order of the Chairperson at 7:08 p.m.

Richard Greshay, Secretary

Joseph Marsik, Chairperson

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HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Sheahan-Malloy, Hilbert and Schmidt

MEMBERS EXCUSED: None

ALSO PRESENT: Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Chief Deputy Scott Mittelstadt.

Closed Session:

Roll call vote was taken.

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There was discussion regarding strategies for collective bargaining with the Sheriff's Sworn Union, Local 120, Labor Association of Wisconsin.

Open Session:

Motion by Greshay, second by Sheahan-Malloy to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 7:08 p.m.

Richard Greshay, Secretary

Joseph Marsik, Chairperson

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