

# Minutes

## Trempealeau County Personnel/Bargaining Committee

November 8, 2012

**Committee members present:** Doug Winters, Ernie Vold, Dick Miller, Rob Reichwein, Tom Bice

Committee Chair, Dick Miller called the meeting to order at 3:01 p.m. in the Tremplo Room in Whitehall, Wisconsin.

The open meeting law requirements were met.

**Motion by Reichwein and seconded by Winters to adopt the P/B amended agenda. Motion carried.**

**Motion by Reichwein and seconded by Vold to adopt minutes from the 10/18/2012 meeting. Motion carried.**

Gauger addressed the Committee, asking for approval of a ½ time position for an ADRC Social Worker. This position would be working with nursing home relocation and is 100% reimbursable from the state. **M/2<sup>nd</sup> by Reichwein/Winters to approve and forward to E/F Committee. Motion Carried.**

Kabus and the Sheriff advised the committee of the proposed change to the Jail staff schedule going to 12 hour shifts and explained the FLSA 7K exemption. The Committee was advised that the FLSA requires OT to be paid for work in excess of 86 hours (minimum requirement), but the County is free to pay OT for work in excess of 80 if it chooses to do so. Reichwein pointed out that the regular FLSA guidelines is OT after 40 for other employees. Vold said that 12 hours is long and employees should be paid OT after 40. **M/2<sup>nd</sup> Reichwein/Vold to pay Jail staff OT after 80 hours. Motion Carried.**

The Committee reviewed the Turnover report for the month of October. No action taken.

The Committee discussed the compensation study proposals that have been presented to them over the past few months from WIPFLI and Carlson/ Dettmann vendors. **M/2<sup>nd</sup> Winters/Miller to table discussion until January. Motion Carried, with a NO vote from Vold.**

Employee Handbook drafting – Kabus sent out request to employees and County Board members for input in the latest draft of the employee handbook. Kabus pointing out that two reminders were sent to employees and County Board members. She received a few comments from employees to share with the Committee, but nothing from other County Board members. The committee accepted some of the suggestions to include into the draft version of the employee handbook. **M/2<sup>nd</sup> by Vold/Bice to amend the Bereavement leave language, restoring Section one and two as the original language, with only section three being deducted from sick, and restoring additional time language back in. Motion Carried.** In an effort to avoid employees waiting until the 5<sup>th</sup> year to reduce their vacation balance the committee discussed an annual, gradual, reduction goal for those employees with high vacation balances. **M/2<sup>nd</sup> by Miller/Bice that Vacation balance/carryover be reduced from 240 to 120 hours over the next five years at a rate of 20% reduction each year of the five years, or lost, monitored by the employee. Motion Carried.** Kabus will include into and update the draft. The next step would be to send the draft out to policy review with WCMIC.

Kabus advised that the WIC Director/PH Nutritionist resigned her position. Kabus explained the wage grade history of the position and how it went from a 7C to an 8 to a 9 in 2008. Kabus explained that the position at a Grade 9 actually makes more than the director position at 40 hours per week. Kabus advised that the Director would like to return this back to a 7C, consistent with other PH professional's education/experience levels. She further advised that she notified the union rep, Miguel on the County's proposed change. There was a question on if this was a mandatory subject of bargaining and if it should even be considered a union position, as it manages the WIC budget and supervises another person. Kabus said that at 7C, the County could afford to employ someone at 40 hours. But at a wage grade 9, could only afford up to 32 hours and prorated benefits. The 7C, full time position offers a bigger overall benefit package than the 9. It is in everyone's best interest to change it to a 7C with a full time position. The committee asked about current staffing of the position. Kabus advised that it is currently staffed by LTE staff and Rhoda is the interim WIC Director. **M/2<sup>nd</sup> Bice/Reichwein to table until January. Motion Carried.**

**M/2<sup>nd</sup> by Reichwein/Bice @ 4:58 pm to go into Closed Session per WI Stat. 19.85(1)(e) to Discuss Strategies in Connection with Union Contracts where Competitive or Bargaining Reasons Require a Closed Session. Roll call was taken. Motion Carried.**

M/2<sup>nd</sup> by Reichwein/Vold @ 5:45 pm to reconvene into open session. Roll call was taken. Motion Carried.

Next meeting date is 11/15/2012 at 3:00 pm.

Chairman Miller adjourned the meeting at 5:45 pm.

Respectfully submitted, Tom Bice/jk Secretary, Personnel/Bargaining Committee