

Trempealeau County Personnel/Bargaining Meeting

Meeting called to order by Vice-Chair Jeanne Nutter at 8:33 AM in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Thursday, February 19th, 2015.

Committee Members Present: Jeanne Nutter, Dick Miller, Ernie Vold, Mike Nelson

Notice was posted according to open meeting law requirements.

Adoption of the Agenda – **M/2nd by Vold/Nelson to adopt the agenda; Motion carried.**

Approval of minutes from previous meetings (1/15/2015) – **M/2nd by Nelson/Vold to approve minutes as amended; Motion carried.**

Caregiver background Checks at the time of hire and on-going: Discussion was had regarding the background check process that is done at the time of hire and are required once every four years for those employed by the County that are considered caregivers. Clarification will need to happen as to who is considered a caregiver. **M/2nd Miller/ Nelson to have Human Resources take over the 4-year background check process develop and procedure, updating job descriptions, employee handbook and budgeting expenses. Motion Carried.**

Professional License, Certification and Fees renewals and memberships for employees: Discussion was had as to Professional licenses and certifications that employees hold and who pays for the renewals of those licenses. Discussion was had as to professional credentials of the individual and if the license was a requirement at the time of hire. Examples discussed were nurses, sanitarians, dietitians, social workers, inspectors, etc. where it is the individual's professional credentials must be maintained in order to perform such work. Kabus provided information as to what departments pay or don't pay for credential renewals at the courthouse now, as well as what other counties do. **M/2nd Miller/Vold that effective 1/1/2016, any position that requires a person to possess a professional license/certification to legally perform the functions of a position is responsible for the cost of maintaining their own professional license. Motion Carried.**

Resolution for Part-Time Hourly employees – Kabus advised that part time/fill in staff rates of pay are established by resolution. She advised that this was last addressed in April of 2013. Kabus provided data from other counties with similar positions and compared options that could be used to update the current chart. The Committee asked Kabus to draft a scale that would outline future increases for part time employees. The Committee would like to discuss at the March meeting.

Vacation Carryover extension request for newly classified non-represented position employees: Kabus drafted language to add to the employee handbook in the event a previous union employee suddenly becomes subject to non-rep vacation balance limits. The additional language allows for five year reductions of vacation balances effective the date of union status change. **M/2nd Miller/Nelson to approve the proposed language and include in the employee handbook's next update. Motion carried.**

Kabus advised that the 2015 Governor's budget include the discontinuation of the Local Government Property Insurance Fund. Kabus advised that if this will actually happen is unknown, as there are several steps of approval that this proposal would have to go through. In the meantime, she is inquiring with other insurance vendors as to other options. She will keep the committee advised of any developments.

M/2nd Miller/Nelson at 9:20 am to go into Closed Session per WI Stat. 19.85(1)(e) to Discuss Strategies in Connection with Union Contracts with WPPA where Competitive or Bargaining Reasons Require a Closed Session. Roll Call taken. Motion Carried.

M/2nd Miller/Nelson at 11:24 am to reconvene into open session

M/2nd Miller/Nelson to approve the proposed WPPA Union Contract and forward to County Board. Motion Carried.

Set next meeting date: 3/19/2015 at 8:30 am.
Vice Chair Nutter adjourned the meeting at 11:33 am.