

## Trempealeau County Personnel/Bargaining Meeting Minutes

Meeting called to order by Secretary Mike Nelson at 10:08 am in the Packer Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Thursday, March 24th, 2016.

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

Other People Present: Richard Anderson, Paul Syverson, Stacy Sylla, Becca Zaccaria, Elsa Kulig

Notice was posted according to open meeting law requirements.

3. Adoption of the Amended Agenda – **M/2<sup>nd</sup> by Vold/Miller to adopt the amended agenda; Motion carried.**

4. Approval of minutes from previous meeting - **M/2<sup>nd</sup> by Miller/Vold to approve the 2/18/16 meeting minutes; Motion carried.**

5. Two Limited Term Employee Positions in the Highway Department: The Highway Committee has approved the establishment of two limited term employees in that department. One as a Seasonal Truck Driver/General Maintenance and the other as a Seasonal Road Painting Crew Member. Both positions require CDLs, and they would like to see the rate of pay set at \$15.00/hour. The positions would not qualify for WRS, health insurance, sick, vacation, or holiday pay due to their LTE status. The Highway Commissioner is not asking for additional funds for the positions. The positions would be for no more than 5 months. **M/2<sup>nd</sup> by Vold/Miller to approve the creation of two Limited Term positions in the Highway Department to work no longer than 5 months with a rate of pay of \$15 per hour; Motion carried.**

6. Discussion on wage scale administration for Sheriff's Office non represented employees: The Sheriff explained a concern he has with how the salary system is applied to the Jailer and Dispatcher rates of pay. Employees in the same job class hired after April 2014 will not ever catch up to the rate of pay of the employees in that same job class hired before April 2014. He handed out a proposal of a 7 year progression to the same rate of pay in a job class. The Sheriff explained the high training costs for the Jail positions due to the training and certification process the people in those positions are required to go through. He has good staff and retention is important.

7. Discussion on Salary Grid Modifications: Kulig explained that employees and supervisors have come to her with concerns on the salary administration process. There are employees with the same job title that will never reach other employees with that same job title rates of pay. Kulig shared some external data she collected from other counties as to how they administer their pay. Many counties have a step system. Every county seems to be a little different. WIPFLI says that typically an employer will want to move employees quickly to the midpoint and then slow them down. The committee is interested in discussing options to adapt the Salary Grid to address these concerns. Miller wants to make sure that budget impact is taken into consideration.

8. Reclassification Request-Chief Deputy Sheriff, Chief Deputy County Clerk: Syverson handed out and reviewed a reclassification request form and updated job description for the Chief Deputy County Clerk position. WIPFLI did a Wage Comparability Analysis Summary for the position as a supervisory position and a non-supervisory position. The Summary indicates a move from a grade 12 to a grade 11 if it is a non-supervisory position and to grade 10 if it is a supervisory position. Syverson indicated that he has money in his budget to support a pay increase. **M/2<sup>nd</sup> by Miller/Vold to approve reclassifying the Chief Deputy County Clerk position to a salary grade 11 as a non-supervisory position; Motion carried.** The Sheriff handed out and reviewed a reclassification request form and updated job description for the Chief Deputy Sheriff position. He feels the position was not placed correctly on the Salary Grid. WIPFLI did a Wage Comparability Analysis Summary for the position. The Summary indicates a move from a grade 4 to a grade 3. The Sheriff indicated that he has money in his budget to support a pay increase. **M/2<sup>nd</sup> by Miller/Vold to approve reclassifying the Chief Deputy Sheriff position to a salary grade 3; Motion carried.**

9. **M/2<sup>nd</sup> Vold/Nelson @ 12:07 pm to go into Closed session per WI § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data for positions in the County Clerk Department and Sheriff's Department. Roll call taken. Motion Carried.**

10. **M/2<sup>nd</sup> Nelson/Miller to reconvene into open session @ 12:55 pm. Roll call taken. Motion carried.**

**M/2<sup>nd</sup> by Miller/Vold to pay the Chief Deputy County Clerk \$23.61/hour effective the next full pay period and to pay the Chief Deputy Sheriff \$77,472 annually effective the next full pay period; Motion carried.**

11. Next Meeting Date: the regular meeting on Thursday, April 21st at 8:30 am.
12. Secretary Nelson adjourned the meeting at 1:00 pm.