

## Trempealeau County Personnel/Bargaining Meeting Minutes

Meeting called to order by Chair Mike Nelson at 8:31 am in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Thursday, September 15, 2016.

Committee Members Present: Mike Nelson, Dick Miller, Ernie Vold, Jeanne Nutter, George Brandt  
Other People Present: Becca Zaccaria, Elsa Kulig, Stacy Sylla, Paul Syverson, Kim Clatt, Mary Gullicksrud, and Harlan Reinders.

Notice was posted according to open meeting law requirements.

3. Adoption of the Agenda – **M/2<sup>nd</sup> by Nutter/Miller to adopt the agenda; Motion Carried.**

4. Approval of the minutes from previous meeting (8/23/2016) – **M/2<sup>nd</sup> by Vold/Nutter to approve the minutes. Motion Carried**

5. WILLIS-Excess Work Comp Insurance Proposal – Kulig explained that the excess Work Comp policy is up for renewal. There is a slight increase of 4.7% over the 2016 rate. The increase is based on payroll increases. The per occurrence rate stays the same. David Krueger from WILLIS, recommends a 2 year renewal to lock in the rates. Miller questioned the percentage of increase, quick math done at committee does not match the rate that Krueger indicated via email to Kulig. Kulig noted she would get clarification on the rate increase. Kulig clarified the increase with David Krueger, there was a 4.7% rate increase and a 3.3% payroll increase which totals an 8% increase. – **M/2<sup>nd</sup> by Nutter/Vold to renew excess policy and lock in rates for 2 years. Motion Carried.**

6. Discuss Non-lapsing Workers Compensation Fund – Kulig began this discussion by explaining that the Worker's Comp account is now up to \$1.2 million. Kulig explained further that the question has arisen, what should happen to any money in that account in excess of the \$1.2 million that the account was earmarked for. Kulig explained, in asking the County Clerk, Syverson noted that any excess money over \$1.2 million would be taken out of the account and put it into the general fund. It may be a better route to keep that money for Work Comp and allow the next year's premium to be reduced by the total amount in the account over the \$1.2 million. Miller added that he would like to see the money stay designated for workers comp as opposed to going into the general fund. Gullicksrud stated that premiums for the Workers Comp fund should not be going in the general fund as the TCHCC auditors would not approve. Gullicksrud did indicate that she submitted the TCHCC budget prior to obtaining accurate numbers for Workers Comp based her estimates off last year's numbers. The committee does need a formal decision by the end of the year in order to prevent the money from defaulting into the general fund. Kulig also suggested that we request Brian Margan, a representative from WILLIS to come to a P/B meeting to help the committee understand the situation and help guide them to potential solutions for future budgeting options. The committee agreed to this idea. Miller then asked Gullicksrud if she was still concerned about the 2017 proposed work comp premium breakdown. Gullicksrud concurred that she was, as she budgeted based on 2016 rates and not the updated 2017 rates. – **M/2<sup>nd</sup> Miller/Brandt to use 2016 work comp premium rates, adding in the slight fixed cost rate increases, for 2017, and to take a resolution to County Board to propose that any funds in excess of \$1.2 million in the non-lapsing work comp account at the end of 2016 be permitted to remain in that fund through the 2017 year. Motion Carried.**

7. Discuss and make a Recommendation on the Health Insurance Dental and No Dental Options for 2017 – Miller began this discussion by mentioning that Kulig, Clatt and himself met earlier in the week to discuss the current options available for 2017. In an effort to be fiscally responsible and to stay consistent with last year offering the same voluntary benefit plan from The Insurance Center and not contributing to a dental plan may be the best route. – **M/2<sup>nd</sup> Miller/Brandt to keep the same non dental ETF health plan in 2017. Motion Carried.**

8. Vacation Extension Requests Guidelines – Kulig presented this topic by stating that Vold had requested in July that HR come up with language to restrict employees from asking for more than one vacation extension. This would hopefully encourage our employees to take the time off that they accrue. Kulig presented a handout with language that HR crafted. – **M/2<sup>nd</sup> Vold/Miller In an effort to encourage all employees to use their accrued vacation time, the Personnel Bargaining Committee will grant at most, one vacation**

**extension request per employee who is in the process of following the vacation reduction schedule. Vacation extension requests will not be granted to employees who began after the new vacation schedule was implemented. Effective September 15, 2016. Motion Carried.**

9. Administrative Adjustment and Reclassification Request process and procedure – Kulig reminded the committee that this was a carry-over conversation from August. The point is to make the Administrative Adjustment process more formalized and consistent, like the Reclassification Request process. Brandt noted that he liked the idea of making the adjustments all effective Jan. 1<sup>st</sup> of the following year and also appreciated the tools HR created to streamline and formalize the process. – **M/2<sup>nd</sup> Miller/Vold motion to require administrative adjustments to be submitted to HR by June 1<sup>st</sup> on the Administrative Adjustment Form to be discussed at the June Personnel Bargaining meeting with any approved increases going into effect on January 1<sup>st</sup> the following year. This motion is effective immediately. Motion Carried, 1 opposed.**

10. At 10:30 am **M/2<sup>nd</sup> Miller/Brandt** to go into Closed Session per WI Stat. 19.51(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.**

11. At 11:00 am, **M/2<sup>nd</sup> by Nutter/Brandt to Reconvene in Open Session. Roll call was taken. Motion Carried.**

12. Next Meeting Date: Thursday, October 20<sup>th</sup>, 2016 at 8:30 am.

13. Chair Nelson adjourned the meeting at 11:04 pm.