

Agenda
Executive Committee, Finance Committee and Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 202
Jefferson, WI 53549

Friday, September 7, 2018 @ 8:30 a.m.

1. Call to Order: Meeting called to order by Board Chair, Jim Schroeder, at 8:32 a.m.
2. Roll Call:
Executive Committee
Present: Amy Rinard, Chair; James Braughler, Vice Chair; James Mode; James Schroeder. Absent: Steven Nass, Secretary. **Quorum established.**
Finance Committee
Present: Richard Jones, Chair; George Jaeckel, Vice Chair; Russell Kutz, Secretary; Conor Nelan; Amy Rinard.
Quorum established.
Human Resources Committee
Present: James Braughler, Chair; Kirk Lund; Michael Wineke, Vice Chair. Absent: Gregory Patrick, Secretary; Laura Payne. **Quorum established.**
Others present: Marc DeVries, Finance Director; Barbara Frank, County Clerk; Sarah Hinze, Dodge County Human Resources; Bill Kern, Highway Commissioner; Karen Mundt, Human Resources; Joe Nehmer, Parks Director; Terri Palm-Kostroski, Human Resources Director; J. Blair Ward, Corporation Counsel and Benjamin Wehmeier, County Administrator.
3. Certification of compliance with the Open Meetings Law: Confirmed by B. Wehmeier, County Administrator.
4. Review of Agenda: No changes.
5. Public Comment: None.
6. Communications: None.
7. Employee Classification and Compensation:
 - a. Update and discussion regarding the 2018 Employee Classification and Compensation Study Report. T. Palm discussed the history and process of the Classification and Compensation Study, including employee involvement at the beginning to complete a questionnaire regarding position; market study of benchmark position completed simultaneously with comparable counties, cities and some private sector businesses; questionnaire on job satisfaction; ranking of positions, market-adjustment recommendations and the final step of reconsiderations.
 - b. Discussion regarding the anticipated 2019 market and cost-of-living adjustment for non-represented employees. B. Wehmeier discussed using the report in preparation of the 2019 budget, noting the cost to move positions into new recommended grade placements. Discussed the need to regularly adjust positions in the future based on market adjustments and not necessarily an across-the-board (ATB) cost of living and the policy implications. Goal for 2019 is to implement a 2.5% ATB increase, but this includes looking at the total wage and benefit package. Approximately 1.8% of this increase is possible due to recommended health insurance plan changes. The remaining amount has come from departments

continually looking for additional savings and the budget is very close to implement the 2.5% with a little more work needed. It was reiterated that a new pay plan and/or grade placements does not equate to all employees starting at step 1 upon hire. Market conditions and recruitment challenges will continue to necessitate consideration to start employees above the minimum step. In response to a question, it was noted that as part of the agreement with the consultant, the Austin Peters Group will provide reconsiderations and market data for three years at no additional charge.

- c. Possible action to accept the 2018 Employee Classification and Compensation Study Report.
Finance Committee: Motion by G. Jaeckel, second by A. Rinard, to accept the 2018 Employee Classification and Compensation Study Report. Motion passed 5:0.
Human Resources Committee: Motion by M. Wineke, second by K. Lund, to accept the 2018 Employee Classification and Compensation Study Report. Motion passed 3:0.

8. *Employee Health Insurance:*

- a. Discussion regarding employer-sponsored health insurance options. T. Palm and B. Wehmeier discussed the history of the County exploring other health insurance options since early, 2017. Reasons included uncertainty with the State plan with discussions of self-funding, regionalization and consolidating plans; lack of County control or input into plan design for benefit enhancements or cost saving measures; premium rates not known until after budget is nearly complete. Discussions with Dodge County and other municipalities continued with the consensus to obtain bids for 2019 based on consortium efforts. With the help of a consultant, M3, two bids obtained, with the favorable being Dean Health Plan. T. Palm reviewed the options Dean quoted, including a \$500/\$1000 deductible, a high deductible health plan with a H.S.A. of \$1500/\$3000 and a PPO plan, with each succeeding year of a 7.5%, 7.5%, 9.9% maximum cap increase. Scenarios were provided using a conservative approach for the State plan and a worst-case scenario for the proposed Dean Health Plan, showing a potential \$1.75M difference between the two programs over four years. It was noted that the overall cost of the package between the county and employee expenses in 2022 with the Dean Health Plan would only be slightly higher than the cost today with the State Plan; and, that is if the maximum cap increases were realized. Scenarios sheets are available by request.
- b. Discussion regarding the current Wisconsin Public Employer's Group Health Insurance Program benefits and premium rates for 2019. See item 8a. Copy of rates available by request. B. Wehmeier and T. Palm discussed that the rates are based on a 'buy down' from the Department of Employee Trust Funds. In 2018, the buy down applied to the premiums. According to ETF, the buy down was included in 2019 and anticipated in 2020 and 2021 from reserves left from the planning stages of being self-funded (which did not happen), these buy downs are on Rx costs.
- c. Discussion and possible action to recommend a resolution to County Board to Withdraw from the Wisconsin Public Employer's Group Health Insurance Program.
Finance Committee: Motion by G. Jaeckel, second by A. Rinard, to recommend a resolution to withdraw from the Wisconsin Public Employer's Group Health Insurance Program. Motion passed 5:0.
Human Resources Committee: Motion by K. Lund, second by M. Wineke, to recommend a resolution to withdraw from the Wisconsin Public Employer's Group Health Insurance Program. Motion passed 3:0.
- d. Discussion and possible action to authorize an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits.
Executive Committee: Motion by J. Braugher, second by J. Mode, to recommend a resolution to authorize an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits. Motion passed 4:0.

- e. Discussion and possible action to recommend Dean Health Plan as the Employee Health Insurance provider for the Dodge-Jefferson Consortium.

Human Resources Committee: Motion by M. Wineke, second by K. Lund, to recommend Dean Health Plan as the Employee Health Insurance provider for the Dodge Jefferson Consortium. Motion passed 3:0.

Finance Committee: Motion by G. Jaeckel, second by A. Rinard, to recommend Dean Health Plan as the Employee Health Insurance provider for the Dodge Jefferson Consortium. Motion passed 5:0.

- f. Discussion and possible action to recommend offering employees the option of a \$500/\$1000 Low Deductible Health Plan, a \$1500/\$3000 High Deductible Health Plan (HDHP) with a Health Savings Account (H.S.A.) and a Preferred Provider Organization (P.P.O) Health Plan

Human Resources Committee: Motion by M. Wineke, second by K. Lund, to recommend offering employees the option of a \$500/\$1000 Low Deductible Health Plan, a \$1500/\$3000 High Deductible Health Plan (HDHP) with a Health Savings Account (H.S.A.) and a Preferred Provider Organization (P.P.O). Health Plan Motion passed 3:0.

Break: 9:50a.m. – 9:55a.m.

9. **Motion by K. Lund, second by M. Wineke, to convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on entering into negotiations to amend the existing contract with the Jefferson County Law Enforcement Officers Association regarding employer-sponsored health insurance options.**
Roll call: K. Lund, Aye; M. Wineke, Aye; J. Braughler, Aye. Moved into closed session 9:55 a.m.

Also present: members of the Executive Committee, members of the Finance Committee, M. DeVries, T. Palm-Kostroski, B. Ward and B. Wehmeier.

10. **Motion M. Wineke, second by K. Lund, to reconvene into open session. Motion passed 3:0. Reconvened into open session at 10:08a.m. No action taken regarding closed session discussion.**
11. **Approval of July 24, 2018, Human Resources Committee Minutes. Motion by K. Lund, second by M. Wineke, to approve the Human Resources Committee July 24, 2018 minutes as presented. Motion passed 3:0.**
12. **Review of August, 2018, Monthly Financial Reports for Human Resources and Safety.** T. Palm reviewed the two budgets and current expenditures, with no significant changes. Committee was informed that recruitment for the Safety Coordinator position is on hold as Walworth County is creating a full-time position and ending the intergovernmental arrangement with Jefferson County. **Discussion only, no action taken.**
13. **Report from Human Resources Director.** T. Palm reviewed the August, 2018, monthly accomplishments and goals, focusing on primarily the classification/compensation study, the health insurance meetings and staff consumed with ERP implementation. There were 6 positions that were posted and 2 emergency help (one in Safety and the other in Fair Park). There was one new leave of absence requests and one new hire received an additional week of vacation. A summary of the 4th quarter Employee Assistance Program utilization report included. **Discussion only, no action taken.**

14. Set next meeting date and agenda items:

Next Executive Committee Meeting scheduled meeting: Wednesday, September 26, 2018 at 8:30 a.m.

Next Regular Finance Committee Meeting scheduled meeting: Thursday, October 11, 2018, at 8:30a.m.

Next Human Resources Committee Meeting scheduled meeting: Tuesday, September 18, 2018 at 8:30 a.m.

15. Adjournment

Executive Committee: Motion by J. Mode, second by J. Braugher, to adjourn. Meeting adjourned at 10:15a.m.

Finance Committee: Motion by D. Jones, second by R. Kutz to adjourn. Meeting adjourned at 10:15a.m.

Human Resources Committee: Motion by K. Lund, second by M. Wineke to adjourn. Meeting adjourned at 10:15a.m.