

HUMAN RESOURCES COMMITTEE MEETING MINUTES

Tuesday, September 17, 2019 @ 8:30 a.m.

Jefferson County Courthouse, Room 112

1. Call to Order: Meeting called to order by Committee Chair, James Braughler, at 8:30 a.m.
2. Roll Call: Present: James Braughler, Chair; Michael Wineke, Vice Chair; Kirk Lund and Jim Schroeder. Laura Payne, Secretary, at 8:35 a.m. **Quorum established.** Others staff present: Karen Mundt, Benefits Administrator; 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: Reviewed six retirements, July – September, 2019, to be presented to County Board in October.
7. Approval of July 16, 2019, Human Resources Committee Minutes. **Motion by M. Wineke, second by K. Lund, to approve the Human Resources Committee July 16, 2019 minutes as presented. Motion passed 3:0.**
8. Discussion and possible action on amending Resolution 2004-50 regarding insurance coverage for County employees on active military duty and their families. **Motion by M. Wineke, second by K. Lund, to not amend 2004-50, Health insurance for employees on active military duty and for their families. Motion passed 4:0.** Will consider incorporating resolution in during the current personnel policy review and repealing resolution at a later date.
9. Discussion and possible action on amending Resolution 2004-51 regarding vacation accrual for County employees on active military duty. **Motion by M. Wineke, second by L. Payne, to not amend 2004-51, allowing vacation accrual when employees on active military duty. Motion passed 4:0.** Will consider incorporating resolution in during the current personnel policy review and repealing resolution at a later date.
10. Discussion and possible action on 2020 Dean Health Insurance renewal rates, premium contributions and option plan design for active County employees. T. Palm-Kostroski presented information on renewal premiums at 7.5% for 2020 for health insurance, the cost of the increase, a County contribution of 96% based on the HMO HDHP, a comparison of total health care cost now compared to 2015 for both the County and employee (family plan), and viable options to consider in 2021 based on the 7.5% increase which includes a higher deductible and/or adding co-insurance to the plan. **No action taken.**
11. Discussion and possible action on 2020 Dean Health Insurance renewal rates, premium contributions and option plan design for retired County employees. T. Palm-Kostroski discussed providing an alternative plan for retirees, separate from a plan for active employees. Most likely this will be a higher deductible/out-of-pocket-maximum plan. As only one member of the Dodge Jefferson Consortium, it was recommended by staff to continue discussions with the other four members and move forward together, if possible, in 2021. **No action taken.**

12. Discussion and update on review of Personnel Policies and the Personnel Ordinance. T Palm-Kostroski indicated that the County team has met several time to review and discuss the policies provided by the consultants, as well as prioritizing the policies to have finalized before the end of the year. These can be broken into three major categories, and ideally a three different employee groups, about six members each representing all employees, will meet and provide feedback to the County team for consideration. HR Committee members would be invited, as well. **No action taken.**

13. **Motion by L. Payne, second by K. Lund, to convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(e), "Deliberating or negotiating the purchasing 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 a) Discussing labor negotiation strategy with the Labor Association of Wisconsin, Local 102 and b) discussing deferred compensation proposals.** Roll Call: Wineke, Aye; Lund, Aye; Braughler, Aye; Payne, Aye. Moved into closed session at 9:10 a.m. *Note: Also present were Mundt, Palm-Kostroski, Ward and Wehmeier.*

14. **Motion by L. Payne, second by M. Wineke, to reconvene into open session.** Moved into open session, 4:0, at 9:35 a.m. **No action taken regarding closed session items.**

15. Review of August, 2019, Monthly Financial Reports for Human Resources and Safety. T. Palm reviewed the two budgets and current expenditures, including explanation of FSA/HSA administrative costs that exceed budget. **No action taken.**

16. Report from Human Resources Director. T. Palm reviewed the July and August, 2019 monthly accomplishments and goals. There were 15 vacant positions authorized to recruit for, 3 emergency help request approved, 0 leave of absence requests, 1 employee who received an extra step(s) and/or negotiated benefits. **No action taken.**

17. Set next meeting date and agenda items: Tuesday, October 15, 2019, to include update on review of Personnel Ordinance.

18. Adjournment **Motion by M. Wineke, second by K. Lund, to adjourn. Motion passed 4:0. Meeting adjourned at 9:40 a.m.**