

HUMAN RESOURCES COMMITTEE MEETING MINUTES

Tuesday, September 15, 2020 @ 8:30 a.m.

Jefferson County Courthouse, Room 205 and virtual via zoom.us/j/99844092381

1. Call to Order: Meeting called to order by Chair James Braughler at 8:30 a.m.
2. Roll Call: Present: James Braughler, Chair; Joan Fitzgerald; Laura Payne, Secretary (virtual); Brandon White (virtual); Michael Wineke, Vice Chair. **Quorum established.** Others staff present: Paul Milbrath, Sheriff; Terri Palm-Kostroski, Human Resources Director; Sarana Stolar, Paralegal II (virtual); Benjamin Wehmeier, County Administrator; Yelena Zarwell, Acting Corporation Counsel. Members of the public present: none.
3. Certification of compliance with the Open Meetings Law: Confirmed by B. Wehmeier.
4. Review of Agenda: No changes.
5. Public Comment: None.
6. Communications: None.
7. Approval of September 1, 2020, Human Resources Committee Minutes. **Motion by M. Wineke to approve the Human Resources Committee September 1, 2020, minutes as presented. Second by J. Fitzgerald. Motion passed 5:0.**
8. Discussion and possible action concerning eligibility for retiree health coverage. Staff discussed current eligibility for retirees, trend that others in the health group are doing, and the medical loss ratio of active employees, retirees under age 65, and retirees over age 65. Discussion on policy of subsidizing retiree health plans by increase of cost to active health plans. Consensus of Committee to finalize a resolution for consideration at special committee meeting prior to the October 13, 2020, Board meeting.
9. Discussion and possible action concerning plan design offered under retiree health coverage. Staff discussed current plans offered to retirees, which mirror plans offered to active employees. Also discussed several alternative plan designs specific for retirees, including a \$3000/\$6000 deductible; \$4000/\$8000 deductible; and \$5000/\$10,000 deductible. Consensus of Committee to finalize a resolution for consideration at special committee meeting prior to the October 13, 2020, Board meeting.
10. Discussion and possible action concerning the elimination of two vacant, part-time custodian positions at the Sheriff's Office and creation of one full-time county custodian position. **Motion by M. Wineke, to approve forwarding the resolution as presented to the County Board, creating one full-time custodian position shared by the Sheriff's Office and the Central Services Department and eliminating two part-time custodian positions at the Sheriff's Office. Second by L. Payne. Motion passed 5:0.**
11. Discussion and possible action concerning the reclassification of the Communication Supervisor position, the unfunding of a full-time Communication Operator I/II position, and the creation of a full-time Communication Operator III position at the Sheriff's Office. No discussion or action taken.
12. **Motion by M. Wineke to convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(g), "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved" for the purpose of discussing two employment issues and Wisconsin State Statute Section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee or**

person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter..." for the purpose of discussing a Stipulation and Order imposing discipline on one employee of the Sheriff's Office. Second by J. Fitzgerald. Roll call vote: B. White, aye; L. Payne, aye; M. Wineke, aye; J. Fitzgerald, aye; J. Braugher, aye. Moved into closed session at 9:13 a.m. *Note: For the purpose of this closed session, Wisconsin State Statute Section 19.85 (1)(b), the Committee will be acting as the Jefferson County Civil Service Grievance Committee. Staff present under 19.85 (1)(b): P. Milbrath, T. Palm-Kostroski, S. Stolar, B. Wehmeier, Y. Zarwell. Staff present under 19.85 (1)(g): T. Palm-Kostroski, B. Wehmeier, Y. Zarwell.*

13. **Motion by J. Fitzgerald to reconvene into open session and take action on items discussed in closed session. Second by L. Payne. Motion passed 5:0.** Reconvened into open session at 9:40 a.m.
 - a. **Motion by J. Fitzgerald to approve the Sheriff's disciplinary recommendation and order as discussed in closed session. Second by M. Wineke. Motion passed 5:0.**
14. Set next meeting date and agenda items: Wednesday, October 7, 2020, at 8:00 a.m., agenda to include consideration of Retiree Dean Health insurance options for 2021.
15. Adjournment **Motion by M. Wineke to adjourn. Second by J. Fitzgerald. Motion passed 5:0. Meeting adjourned at 9:44 a.m.**