HUMAN RESOURCES COMMITTEE MEETING MINUTES
Wednesday, February 4, 2009 8:30 A.M.
Columbia County Annex 120 West Conant Street Portage, WI 53901
(608) 742-9667 FAX (608) 742-9802
E-mail: human.resource@co.columbia.wi.us

These minutes have been officially approved by the Human Resources Committee.

Call To Order
Committee Vice Chair Doug Richmond called the meeting to order at 8:46 A.M. The meeting was properly noticed and published.

Members Present
Susan Martin, Doug Richmond, Neil Ford, Brian Landers and Dr. Curtis

Also Present
Joseph Ruf, Kurt Dey, TO Boge, Patti Herman, Karen Nelson, Captain Darrel Kuhl, Neil Rainford (AFSCME), Sue Barton, Bill Schleichert, Mike Arndt, Glen Fischer, Jeff Vertz, Don Bednarik, Torrey Latham, Rob Zanon, Bob Noldan

Agenda Approval
Minutes
Motion by Ford/Curtis to approve agenda as presented. Motion carried unanimously.

Motion by Ford/Landers to approve minutes as submitted from the Joint HR, Highway and Executive November 12, 2008 meeting and the January 7, 2009 HR meeting. Motion carried unanimously.

Expenditure Report
Discussion. Motion by Curtis/Landers to approve Governing Committee Expenditure Report as presented. Motion carried unanimously.

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UW Extension

Alternative Work Schedule
Karen Nelson, UW Extension 4-H Youth Development Educator, updated the Committee on the implementation of an alternative work schedule for an Administrative Assistant. Discussed future office needs and language within the signed agreement. Motion by Landers/Curtis to approve the continuation of the alternative work schedule. Motion carried unanimously.

Wellness Nutrition Program
Patti Herman, UW Extension Family Living Educator, distributed information on an 8 week on line nutrition/fitness program with links to address topics related to a healthier lifestyle. The HR Wellness program and UW Extension will share sponsorship. Discussion on the specifics of information distribution, participation and supervision. There is no investment of County dollars to initiate the program which should be launched by March 1, 2009. Pre and post surveys to measure success of the program are planned.

Grievances

The following grievances were presented by AFSCME staff representative Neil Rainford.

Highway- AFSCME Local 995

CDL (Commercial Drivers License) (Vertz)
Employee was terminated due to an off duty ticket for Operating While Intoxicated (OWI). After approximately 1 month employee had CDL temporarily reinstated while awaiting court date and was returned to work. Grievance contends the County did not have just cause to discharge/terminate and request a settlement by fully reinstating suspended time, back paying employee for lost wages while on suspension and providing work until CDL is restored. Questions and Discussion. Motion by Landers/Ford to uphold denial of grievance. Motion carried unanimously. A CDL is a requirement for all positions at the Highway Department. The requirement of a CDL at hire necessitates the need to continue possession of a CDL.

Bereavement (Latham)
Grievance states that employee was denied pallbearer pay. The explanation union explained that the employee was denied pay under bereavement leave to attend the funeral of a Great Aunt for which he did not serve as a pallbearer. Questions & discussion. Motion by Ford/Landers to deny grievance. Motion carried unanimously. A Great Aunt is not included in the bereavement relative list and the employee did not serve as pallbearer as stated in the grievance. Employee requested and was approved to use other accrued benefits to attend the funeral service.
Out of Classification pay (Arndt, Mike)
Employee requested out of classification pay for mechanic duties performed on Highway truck. Arndt spoke and acknowledged that Patrolmen do some of the work on their own truck to familiarize themselves with the equipment they use. Questions and Discussion.
Motion by Landers/Curtis to deny grievance. Motion carried unanimously. Patrolman job description states “Assisting with the daily care, maintenance, and operation vehicles/equipment including keeping it clean and in a safe operating condition and any other assigned duties.”
Suspension(s)(Bednarik, Donald)
Two grievances were explained for separate incidents related to a 1 day and a 5 day suspension. Employee was called in to work after regular scheduled hours to plow snow. Employee refused to come to work in both incidents. Settlement of grievance requests rescinding the discipline and making the employee whole. Questions and Discussion.
Motion by Richmond/Curtis to deny the 1 day suspension as employee was told before he left work that he may be needed if the snow continued. The second suspension could be amended through a letter of agreement with the union to reduce the 5 day suspension to 2 days with the stipulation that the union would agree to drop any further progression of either grievance to arbitration. Motion carried unanimously.

Sheriff AFSCME Local 2698-C

Vacation selection (Fischer, Ann)
Grievance based on annual vacation selection, employee requested vacation selection in less than 1 week (4 day increment). Article 14 Section 5 “Vacation picks will be made on the basis of seniority in two rounds. The first round of vacation picks shall consist of any consecutive vacation limited to one week.” The settlement request is for the employee to be allowed to take 2 days for first round vacation pick.
Motion by Landers/Richmond to deny grievance. Motion carried unanimously. Splitting up vacation selections into less than a week (4 day increment) is inequitable to less senior employees. Employee can request 2 days using another benefit.

More than 1 employee off at a time (Group)
Grievance based on Jail staff limits allowing 1 person off per shift. The settlement request would allow more that 1 employee to be off at a time when sufficient notice is given to employer. Questions and Discussion.
Motion by Curtis/Ford to deny grievance. Motion carried unanimously. Jail scheduling takes into account other scheduled events as well as unexpected staff absences (FML, sick time, workers comp, etc).

Vision Insurance (Barton, Sue)
Grievance filed on the vision insurance denial of payment for contact lenses and eye glass lenses within the same 12 month period. Language within the union contract sited. Questions and discussion.
Motion by Richmond/Curtis to deny grievance. Motion carried unanimously. The coverage is contained in the WCA/GHT employee health insurance plan book distributed to participating employees. Benefits should be worked out with insurance carrier.

Post Employment Health Plan (PEHP) and Retiree Health Insurance compensation (Schleicher, William and Dorothy)
2 grievances relating to retiree benefits were combined for presentation. A grievance filed on the implementation of PEHP relating to a side letter that was later placed in Article 15 Section 6. Unions’ proposal resolution to grievance is to immediately implement the most recent union proposed plan made by Precision Retirement Group. The second part relates to the January 27, 2006 retirement of 2 employees who are seeking retirement benefits relating to health insurance coverage, PEHP benefits and annual reimbursement toward health insurance. The settlement request would be to provide insurance coverage under the active employee group health insurance plan, set up a PEHP and immediately pay the pre-taxed
money for the years 2004, 2005, 2006, 2007, 2008 and 2009 prior to the Schleicherts’ respective 65th birthdays. If PEHP cannot be set up immediately pay the annual allocation limits as stated in the union contract with the County paying the taxes on those amounts and interest on the money owed to the grievant. Questions and Discussion. Motion by Richmond/Ford to deny both grievances. Motion carried unanimously. A PEHP implementation has not been mutually agreed upon. Employee decision upon retirement was COBRA coverage, declining the County retiree medical insurance plan. Retired employees do not meet the criteria of an active employee and are only eligible for the Retiree Plan. The Schleicherts’ requested that they receive retirement benefits in 2004 and 2005 even though they did not retire until 2006.

Health Insurance bid

The union deferred this grievance to collective bargaining. There was a request for an explanation of the health insurance bid process that was provided by Joseph Ruf. The procedure requires 3 years of claims history for insurance companies to evaluate overall costs in determining rates. Assurance of the best rates requires participation by all bargaining units and 2 units rejected the option to change providers in the last process. The union contracts contain language specifically naming the current provider.

Human Resources

Grievances, Negotiations, Mediations and Arbitrations

Petitions for arbitration were filed with WI Employment Relations Commission (WERC) on all seven bargaining unions that expired 12/31/2008. A grievance arbitration hearing, Highway, AFSCME, Local 995, Timothy Fisher, subpoena pay has been scheduled for February 20, 2009. A complaint was filed by retired Sheriff’s Department Deputy Russell Manthey with the WI Department of Workforce Development Equal Rights Division on denial of vacation time he claims to have earned in the 1980’s. HR Office has been contacted by a media source for employment recruitment. Discussion. Motion by Curtis/Martin to deny the request to entering into a vendor agreement. Motion carried unanimously.

Next Meeting Date

The next HR meeting will be Wednesday, March 4, 2009 at 9:00 AM.

Adjournment

Motion by Curtis/Landers to adjourn at 12:07 P.M.

Respectfully submitted,

Brian Landers
Secretary

Recording Secretary,

Janel Bescup
HR Program Coordinator

cc: HR Committee, County Board Chair Debra Wopat, Vice Chair Robert Westby, Joseph Ruf, County Clerk, Kurt Dey, Sheriff Dennis Richards, Neil Rainford (AFSCME)