



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, August 3, 2018

Committee Members Present: Bruce Rashke, Adam Field, Matthew Rohrbeck, Dan Drew, Barry Pufahl
Also in Attendance: Joseph Ruf, Vern Gove, Nancy Long, Dawn Woodard, Clint Starks, Stacy Davenport, Cathy Karls, Mark Zimmerman, Greg Kaminski, Angela Hinze, Kurt Calkins, Matthew Bortz, Shonna Neary, Lyn Jerde-PDR

The meeting was called to order by Chair Bruce Rashke at 8:02 AM and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Drew to approve the agenda, second by Field. Motion carried.

Approval of Minutes

Motion by Pufahl to approve meeting minutes from July 6 and July 27, 2018, second by Drew. Motion carried.

Approval of Expenditure Report

Motion by Field to approve the expenditure report, second by Pufahl. Motion carried.

General Review of Department Activities

Review of 2018 budget analysis year to date.

HEALTH AND HUMAN SERVICES (HHS)

Dawn Woodard, HHS Director, presented several requests for review and approval.

- Replacement request for a Social Worker in the Division of Behavioral Health and Long Term Support.

Motion by Pufahl to approve the replacement request, second by Drew. Motion carried.

- Explanation of the Medication Assisted Treatment and Recovery Services (MATRS) through Comprehensive Community Services (CCS) funded by a grant from 8/1/18 through 7/31/2019. Funding sources that provide support are WI Medicaid Cost Reporting (WIMCR) reimbursing for actual cost to the County. Staff requests for full time (37.5 hrs/wk) limited term employees (LTE) include 2 Social Workers, 1 Accounting Assistant, 1 Clerk Typist. Discussion of current program status, prior experience with contract vendor, Request for Proposals (RFP), impact on 50 current client participants and future financing beyond grant funding. The Governing Committee has not approved the current request as presented but previously approved 3 LTE social workers. Motion by Pufahl to approve the request as presented for 4 personnel, second by Rashke. Motion failed by a 3 to 2 vote.

MEDICAL EXAMINER (ME)

Angela Hinze, ME, request to increase the 2019 per diem for Deputy MEs. The request is to increase on call pay from \$2.00 to \$5.00 per hour for week night/weekend and \$10.00 per hour for Holiday compensation. This cost would come from County appropriation and the request has not been presented to the Governing Committee. The final version will have to be approved by the County Board of Supervisors in the form of a resolution. Motion by Rohrbeck to approve an increase of up to \$10.00 per hour for Deputy ME based on support from the Governing Committee, second by Drew. Motion carried.

PLANNING AND ZONING (P&Z)

Kurt Calkins, Director P&Z and L&W Conservation, presented a restructuring plan for the P&Z Department. Discussion.

- The part time Administrative Assistant has been working full time 40 hrs/wk in a temporary assignment. Motion by Pufahl to approve the Administrative Assistant position permanently remaining full time, second by Rohrbeck. Motion carried, Field opposed.

- Review changes to the Zoning and Sanitary Specialist job description. Motion by Field to approve the changes as presented, second by Drew. Motion carried.

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- Request to hire a Zoning and Sanitary Specialist that will be funded by the restructuring of the Department. Motion by Field to approve the request, second by Rohrbeck. Motion carried.

SOLID WASTE

Greg Kaminski, Solid Waste Director, requested to move current employees in Grade F to Grade G. Several scenarios were presented with associated costs. Discussion. Motion by Pufahl to approve moving the employees to the higher grade at their current step, second by Drew. Motion carried, Field opposed. Approval is required from the Governing and Finance Committees.

HUMAN RESOURCES

- 2019 budget was presented by Joe Ruf. Review and discussion. Shonna Neary and Matthew Bortz presented the Workers Compensation (WC) budget. Accelerated cost is based on the claims and annual mod rate as determined by the experience of the past 3 years. County appropriation is showing a decrease as some of the cost is shifted to Department budgets. Motion by Drew to approve the five HR budgets 1271 – Safety and Wellness, 1431 – Human Resources, 1432 – Unemployment Control, 1433 – Employee Retirement Payout Pool, 1970 – Workers Compensation Insurance, second by Field. Motion carried.

- 2019 Department budget requests will be reviewed at a joint meeting of the Executive and HR Committees on Friday, August 17, 2018 at 8:00 AM.

- 2019 Across the Board (ATB) which would increase the Compensation Plan by a set percentage was discussed. Cost with a step progression and percentage was requested. Tabled for reviewed at the September meeting.

The next HR Committee meeting is scheduled for Friday, September 7, 2018, at 8:00 AM in the Administration Building Meeting Room 115.

Motion by Field to adjourn the meeting at 10:02 AM, second by Rohrbeck. Motion carried.

Respectfully Submitted,



Matthew Rohrbeck
Human Resources Committee Secretary



Jane Bescup
Recording Secretary