



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, August 6, 2021

Committee Members Present: Adam Field, Matthew Rohrbeck, Barry Pufahl, James Foley and JoAnn Wingers

Also in Attendance: Vern Gove, Nancy Long, Steven Rohrbeck, Roger Brandner, James Stilson, Amy Yamriska, Ellen Ellingsworth, Cathy Karls, Greg Kaminski, Chris Hardy, Breanna Hellenbrand, Katie Ott, Selina Hooker, Joseph Ruf III, Jessica Hale, Jodi Burmania, and Jamie Henriksen

The meeting was called to order by Chair Field at 8:01 a.m. and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Foley to approve the agenda, second by Wingers. Motion carried.

Approval of Minutes

Motion by Pufahl to approve: July 2, 2021 Regular Human Resources Committee Meeting Minutes and July 2, 2021 Joint Human Resources and Executive Committee Minutes, second by Foley. Motion carried.

Public Input

No public input.

Approval of Expenditure Report

Motion to approve the report by Foley, second by Wingers. Motion carried.

Child Support

- Child Support Administrator, Selina Hooker, presented a position replacement request for a Paralegal due to a resignation. Motion by Rohrbeck to approve the position replacement request for a Paralegal, second by Pufahl. Motion carried.

Judges

- Joseph Ruf, III, Corporation Counsel, presented a position replacement request for a Judicial Assistant, in Branch II, due to a resignation. Motion by Wingers to approve the position replacement request for a Judicial Assistant, second by Foley. Motion carried.

Health & Human Services:

- Ellen Ellingsworth, Public Health Officer, presented a position replacement request for a Public Health Nurse due to a resignation. Motion by Foley to approve the position replacement request for a Public Health Nurse, second by Pufahl. Motion carried.
- Ellingsworth presented a position replacement request for a Social Worker in the Division of Children & Families due to a resignation. Motion by Wingers to approve the position replacement request for a Social Worker in the Division of Children & Families, second by Foley. Motion carried.
- Ellingsworth presented a position replacement request for a Breastfeeding Peer Counselor due to an internal transfer. Motion by Pufahl to approve the position replacement request for a Breastfeeding Peer Counselor, second by Rohrbeck. Motion carried.
- Ellingsworth presented a position replacement request for a Marketing & Outreach Coordinator in the Aging & Disability Resource Center due to a resignation. Motion by Foley to approve the position replacement request for a Marketing & Outreach Coordinator, second by Wingers. Motion carried.

Highway & Transportation

- Highway Commissioner, Chris Hardy, presented a position replacement request for a Patrolman due to a resignation. Motion by Rohrbeck to approve the position replacement request for a Patrolman, second by Pufahl. Motion carried.
- Hardy presented a position replacement request for a Patrolman due to a resignation. Motion by Foley to approve the position replacement request for a Patrolman, second by Wingers. Motion carried.
- Hardy presented a position replacement request for a Sign Crew employee due to a resignation. Motion by Wingers to approve the position replacement request for a Sign Crew employee, second by Pufahl. Motion carried.

Sheriff

- Sheriff Roger Brandner presented position replacement requests for three (3) Jailers, two due to resignations and one due to a retirement. Motion by Pufahl to approve all three (3) of the position replacement requests for Jailers, second by Foley. Motion carried.

Solid Waste

- Greg Kaminski, Solid Waste Director, presented a request for a compensation adjustment for Huber Workers and for Limited Term Employee's (LTEs) at the solid waste facility. Motion by Pufahl to increase the initial proposal of \$15.00 per hour to \$16.00 per hour, second by Wingers. Motion carried.

Human Resources

- Breanna Hellenbrand and Katie Ott, M3 Brokers, presented a proposal to move forward with offering other voluntary benefits to employees. Motion by Pufahl to support the M3 proposal as presented, second by Rohrbeck. Motion carried 4-1 with Foley opposed.
- Hellenbrand and Ott presented the health insurance rates for 2022. Columbia County had a rate cap of 6% for 2022 with Quartz. M3 will work with Quartz to try to ensure a rate cap for 2023. Dental and vision rates to remain the same for 2022. Motion by Pufahl to approve the 2022 Health Insurance, Dental and Vision rates as presented, second by Foley. Motion carried.
- 2022 HR Budget was presented by Joe Ruf and Jodi Burmania, HR Program Manager.
 - Burmania presented the goals set but the HR Department for 2022.
 - 1271 – Safety and Wellness. Motion to approve this line item as presented by Foley, second by Wingers. Motion carried.
 - 1431 – Human Resources. Motion by Wingers to approve line item 1431, second by Pufahl. Motion carried.
 - 1432 – Unemployment Control. Motion by Pufahl to approve line item 1432, second by Wingers. Motion carried.
 - 1433 – Employee Retirement Payout Pool. Motion by Rohrbeck to approve line item 1433, second by Pufahl. Motion carried.
 - 1970 – Workers Compensation Insurance. Shonna Neary, Accounting Supervisor/Project Manager, presented the Workers Compensation (WC) budget. Cost is based on the claims and annual mod rate as determined by the experience of the past 3 years. Motion by Rohrbeck to approve line item 1970 as presented, second by Pufahl. Motion carried.
 - 8000 – Capital Outlay. Motion by Foley to approve line item 8000, second by Wingers. Motion carried.
- Discussion by Jessica Kath regarding the 2021 Across the Board (ATB) wage increase which could increase the Employee Compensation Schedule by a set percentage. Committee took no action on this item.

Human Resources Committee Meeting
August 6, 2021

CLOSED SESSION

Motion by Rohrbeck to enter into closed session pursuant to WI State Statute Section 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Compensation Review for Selected Positions; Employee Donated Sick Time Request] and Wisconsin Statutes 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 [Staff Recruitment and Retention]. Second by Wingers. Committee roll call to go into closed session was unanimous. Committee went into closed session at 9:00 a.m.

OPEN SESSION

Motion by Rohrbeck to return to open session. Second by Wingers. The Committee returned to open session at 10:24 a.m.

Human Resources (from closed session)

- Motion by Rohrbeck to approve what was discussed and presented in closed session regarding the Columbia Health Care Center Staff Recruitment and Retention item, second by Pufahl. Motion carried.
- Motion by Rohrbeck to direct HR staff to work with the Accounting Department to generate costings through the end of the year and beyond for the selected positions as presented in closed session. Second by Wingers. Motion carried.
- Motion by Rohrbeck to approve the request for the donation of sick time for the employee as presented, second by Foley. Motion carried.

The next HR Committee meeting is scheduled for Friday, September 3, 2021, at 8:00 a.m. at the Administration Building in Meeting Room 115.

Motion by Foley to adjourn the meeting at 10:57 a.m., second by Wingers. Motion carried.

Respectfully Submitted,



Barry Pufahl
Secretary Human Resources Committee



Jamie Henriksen
Recording Secretary