

PERSONNEL
August 29, 2018

Call to order The meeting was called to order at 10:00 a.m. by Chairman Brad Steiner. Committee members present were Carl Orr, Duane Rogers and Gerald Krachey. Board Chairman Tom Cornford and County Clerk Janet Geisler were also present.

Verify posting The Chairman verified that the meeting notice was properly posted.

App of minutes Krachey moved, Rogers seconded to approve the minutes of the previous meeting. The motion carried with no negative votes cast.

LTE employee Laura Moore, Veterans Service Officer, came before the committee to request hiring a part-time limited term employee. The part-time person is Vivian Thomas, her mother, and she would be supervised by Cindy Jelinek. This person would be used when she and Cindy are out of the office so that the office doesn't have to be closed. This was presented to the Veterans Service Committee and the committee advised that it should go to Personnel. This employee would only be used a couple of times a month and would be paid for out of grant money. There was a concern about setting a precedence in this matter.

Rogers moved, Orr seconded to table this matter until the September 11th Personnel meeting. The motion carried with no negative votes cast.

**Substance Abuse
Therapist**

Dan McWilliams, Human Services Director, came before the committee and advised that Lynette Kansier had resigned her position. There were no other candidates that made it through the final hiring process. An ad has been placed in the paper. Dan has been contacted by a consulting firm to see if there would be interest in making this position a job share position. This would mean that there are no benefits paid since it is not a full time position. Dan needs to look into this further if this would be a contracted position which would not involve hiring or if it a part-time position.

**Non-represented
Law enforcement**

The Clerk gave an explanation regarding whether or not non-represented law enforcement employees were to be contributing their portion towards retirement. These employees are to be treated the same as other represented employees in that any employee hired after July, 2011 are required to contribute towards their retirement. This does not affect any of the current non-represented employees since they were all hired before July, 2011.

Wage study

Dan McWilliams, Human Services Director, passed out compensation matrix from other counties. Dan stated that there have been a couple of requests from employees who believed that they needed more compensation for the job they were doing. Dan is looking at wages for the entire department. There are a lot of different job classes and wage classes in his department. County looked to the surrounding counties for information. Graphs were presented showing the wages for a position with longevity and without longevity. Thirteen other positions were also compared. The County is beginning to fall behind on wages. Compensation studies address these issues, whether an employee is under paid or over paid. Dan is in favor of a compensation study however they can be quite expensive. There was concern expressed if the County could afford a compensation study however it was felt that a study is needed.

The committee would like to find out what the cost of a compensation is. The study would be for the whole County. Dan will contact various counties that had a recent wage study and bring that information to the Finance committee.

Orr moved, Rogers seconded to forward onto Finance the recommendation that a wage study be conducted. The motion carried with no negative votes cast.

2019 Health Ins

The Clerk advised that information from ETF states that the overall increase was 1.7% however definite information has not been received regarding the carriers for Crawford County. Information should be available by the September 11th meeting with the Sheriff's union.

Working at fair

Treasurer Deanne Lutz came before the committee because she asked that this matter be put on the agenda regarding employees working or volunteering. Supervisor Don Stirling was also present. Dan McWilliams expressed his thoughts on this matter. If an employee is working at a fair booth those employees gets paid their wage and mileage because they are distributing information about Human Services and the services that they provide. However, when it comes to volunteering to take tickets the employee is taking their own time to do this.

Supervisor Krachey stated in all the time he has been here, if you had a booth you got paid and if you went for any other reason you are donating your time.

Deanne went on to state that she felt that it should be up to the department's head discretion on the employee's time. However, Dan McWilliams stated it has to be one rule or the other. There is a need for consistency. The matter needs to be decided before next year.

Supervisor Rogers left the meeting at 11:10 a.m.

Closed session Krachey moved, Orr seconded to move into closed session pursuant to Section 19.85(1)(e) to formulate strategy for collective bargaining negotiations. The motion carried unanimously upon call of the roll.

Open session Krachey moved, Orr seconded to move into open session pursuant to Section 19.85(2). The motion carried with no negative votes cast.

Next meeting September 11, 2018 at 10:00 a.m. to begin union negotiations.

Adjourn Krachey moved, Orr second to adjourn. The motion carried with no negative votes cast and the meeting adjourned at 11:27 a.m.

Janet L. Geisler, County Clerk