

WAUPACA COUNTY HUMAN RESOURCES COMMITTEE

August 25, 2015

The Waupaca County HR Committee met at 11:00 a.m. in Room 1037 of the Waupaca County Courthouse. Chair Barrington called the meeting to order and gave the open meeting statement. Roll Call: County Board Chair Dick Koeppen, Supervisor Gerald Murphy and Supervisor DuWayne Federwitz present.

OPEN SESSION

MOTION: Supervisor Federwitz moved and Supervisor Murphy seconded the motion to approve the agenda. Motion carried without a negative vote.

MOTION: Supervisor Murphy moved and County Board Chair Koeppen seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

No public comment.

Human Resources Department report of recruitment & retirement/resignation updates, interviews and scheduled supervisory training. Discussion on timelines for making hiring decisions. All departments will need to make selection decisions within 10 days from the date of interview. **MOTION:** Supervisor Murphy moved and Supervisor Federwitz seconded the motion to require all departments to make selection decisions within 10 days from the date of interview(s). Motion carried without a negative vote.

Highway Department hiring rates for Equipment Technicians and Operators. Comparison of starting rates and maximum pay rates identified maximum rates were above average while hiring rates were lower than average. To maintain competitive in recruiting all Equipment Technicians and Equipment Operator I positions will be hired at a minimum of step 5 on the wage schedule for the corresponding grade.

The County's insurance consultant AFG has assisted the County with identifying potential companies that will be able to provide accurate and compliant ACA reporting, as well as, a quality on-line benefit enrollment product. **MOTION:** Supervisor Federwitz moved and County Board Chair Koeppen seconded the motion to approve selecting the proposal from Benetrac unless more competitive pricing is available from one of the remaining presentations. Motion carried without a negative vote.

MOTION: Supervisor Murphy moved and County Board Chair Koeppen seconded the motion to approve 30 day unpaid leave of absences for two county employees. Motion carried without a negative vote.

MOTION: Supervisor Federwitz moved and Supervisor Murphy seconded the motion to approve Carrie Baxter-Crist as the Interim Administrator at Lakeview Manor during the temporary leave of absence of the existing administrator. Compensation during the interim assignment will be at step 1 of grade L1 on the wage schedule for Lakeview Manor. Motion carried without a negative vote.

MOTION: Supervisor Murphy moved and Supervisor Federwitz seconded the motion to go into Closed Session pursuant to WI State Statutes 19.85 (1) (c) for the consideration preliminary settlement offer. Roll Call Vote: Barrington, aye; Murphy, aye; Koeppen, aye; Federwitz, aye.

CLOSED SESSION

MOTION: Supervisor Federwitz moved and County Board Chair Koeppen seconded the motion to adjourn the meeting in closed session. Roll Call Vote: Barrington, aye; Murphy, aye; Koeppen, aye; Federwitz, aye. 12:40 p.m.

Respectfully Submitted,

Amanda Welch, HR Director