

WAUPACA COUNTY HUMAN RESOURCES COMMITTEE

July 11, 2016

The Waupaca County HR Committee met at 11:30 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 Murphy moved and Supervisor Federwitz seconded the motion to approve the agenda. Motion carried without a negative vote.

MOTION: Supervisor Federwitz 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 monthly report. Updates were provided on resignations & retirements, vacant positions, review of current recruitments, interviews. Overview of wellness activities and promotions year to date.

County safety committee update on organization, advantages, roles and overall goals of the committee. Outline provided on required trainings, policies to be reviewed. Update provided on workers compensation loss information for the past 10 years. Waupaca County will be working with Brian Margan from Willis for the remainder of 2016 to attend safety meetings and review current training and policies.

The Resident Service Coordinator (Social Worker) position at Lakeview Manor is currently vacant and the interim Administrator would like to fill the position at a lower labor grade because the position will be performing primarily social worker duties and not have the level of management responsibilities for which the former position was responsible. **MOTION:** Supervisor Murphy moved and Chair Barrington seconded the motion to approve filling the position at an L4 grade. Motion carried without a negative vote.

Compensation for the contracted Interim Nursing Home Administrator for the holiday week of 4th of July was presented for consideration. The individual will be on vacation for the week but will still have on-call responsibilities and be available should the facility need the administrator. **MOTION:** Supervisor Federwitz moved and Supervisor Murphy seconded the motion to approve a contracted rate of \$1500. Motion carried without a negative vote.

Review of draft resolution for the reorganization of the Department of Environmental Services and the establishment of grade classifications for positions. **MOTION:** Chair Barrington moved and County Board Chair Koeppen seconded the motion to approve the resolution. Motion carried without a negative vote.

Review of Resolution No. 9 for the new position of Purchasing Asset Manager in the Finance Department. **MOTION:** Supervisor Federwitz moved and Supervisor Murphy seconded the motion to approve the resolution and forward to the Finance & Human Resources committee for further consideration. Motion carried without a negative vote.

Preliminary renewal figures for 2017 health insurance premiums are projected to be relatively stable. For purposes of budgeting and establishing premiums for 2017 there will be no increase and no plan design changes.

Discussion of preliminary budget rates for 2017 wage adjustments for county employees. An initial increase will utilize a .5% increase.

MOTION: Supervisor Murphy moved and Supervisor Federwitz seconded the motion to adjourn the meeting. Motion carried without a negative vote. 12:40 p.m.

Respectfully Submitted,

Amanda Welch, HR Director