

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, December 4, 2014

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: David Albrecht
Bill Roh
Claud Thompson
Joel Rasmussen
Harold Singstock

ALSO PRESENT: Mark Harris, County Executive
Michael Collard, Director of Human Resources
Ernie Winters, Highway Commissioner
Jim Eagon, UW Fox Valley
Rob Way, Parks Director
Mike Elder, Facilities & Property Management Director
Sheriff Matz
Ellen Shute, Deputy Director
Tom Widener, County Board Supervisor

EXCUSED: Chuck Orenstein, Finance Director
Doug Petraszak, Assistant Finance Director

David Albrecht called the meeting to order at 8:00 a.m.

Public Comments

None

Joel Rasmussen moved to approve the minutes of the November 6th and November 18th meetings, seconded by Bill Roh. Carried 5-0

Budget Transfer – UW Fox Valley, \$18,393. Jim Eagon explained this was a request to transfer funds from within the department budget to complete the purchase of snow removal equipment. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0

Budget Transfer – Parks, \$2,000. Rob Way said the Parks Department applied for this new grant from Canadian National Railroad for tree planting. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0

Budget Transfer – Highway, \$170,000. Ernie Winters gave the committee a handout on the CTH T reconstruction project. The project came in over budget due to a much greater amount of poor, non-supportive soils being revealed underneath the existing concrete pavement. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0

Budget Transfer – Facilities, \$55,000. Mike Elder said this project is to reroute the storm water drainage from the Park View campus area from the retention pond in the County Park to the drainage swale by Snell Road. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0

Budget Transfer – Sheriff, \$3,000. Sheriff Matz said this is to accept a grant to start/maintain a program to help reduce injuries and accidents related to the issue of distracted driving, mainly texting. This is a program for high school kids. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0

Request for Table of Organization change in Human Services Department

Ellen Shute said a Psychiatric Nurse was retiring and it was recommended that position be removed from the TO and a Team Case Manager added. David Albrecht asked if we were adding a position. Mike Collard said no, we are downgrading a current position. Harold Singstock moved for approval, seconded by Joel Rasmussen. Carried 4-0, David Albrecht abstained.

Report on employment contracts for medical professionals

Mike Collard said we have four positions in the TO, 2 Staff Psychiatrists and 2 APNP. One APNP position has been filled for a number of years; the second position we have not been able to fill. We have someone likely to fill it but he won't have the mental health certification until June. We hired him as a temp. The part time Staff Psychiatrist has given her notice and it will be hard to replace her so we want to make sure the APNP gets filled. The two Staff Psychiatrists are not on the compensation plan, they are under a contract. The APNP is on the compensation plan and she got a special increase, but is still paid under market rate. We think it is appropriate to put the two APNP positions under contracts because of the high level of expertise needed and we are really competing with the market. David Albrecht asked if they are one year contracts and Mike Collard said yes they were.

Update on pay for performance and compensation study

Mike Collard gave a handout to the committee. The department heads were given a memo about the 2015 raises and they have to certify for each employee whether or not they have a satisfactory job performance. If the memo doesn't get returned to HR there is no raise.

Mike said we are working towards a pay for performance program and it was discussed at the department head meeting. He said an advisory group will be formed to help develop the plan. David asked where we are with the study. Mike said there is a rough draft of request for proposal.

Bill Roh moved to disallow the claims of Teresa Miller and Afschin Sattakeh, seconded by Claud Thompson. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, January 8, 2015, at 8 a.m.

Joel Rasmussen moved to adjourn the meeting at 10:07 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by
Kathy Rumlow