

FINANCE AND PERSONNEL COMMITTEE

November 7 2017

The Finance and Personnel Committee met on Tuesday, November 7, 2017, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Finance Committee members present included: Larry Sebranek, Buford Marshall, Fred Clary, Jeanetta Kirkpatrick, Linda Gentes, Bob Bellman, Don Seep.

Others present included: Victor Vlasak, County Clerk, elected officials, department heads and employees.

Committee Chairman Kirkpatrick called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and County web site and a copy was faxed to The Richland Observer.

Motion by Marshall, second by Sebranek for approval of the agenda, as amended. Motion carried.

Motion by Gentes, second by Bellman for approval of the printed copies of the minutes for the October 3rd meeting. Motion carried.

The Committee discussed a request received from Corporation Counsel Ben Southwick for a release of the Judgment in case # 16-FO-254 as a lien against Tax Parcel # 276-2100-1682 and for approval for the County Clerk to sign on behalf of the County a Release to be drafted by Corporation Counsel Southwick. The request for the release of the Judgment in the amount of \$202.87 that the County has against the owner of the parcel is so that the County will be able to pass clear title to this tax delinquent parcel at a tax sale. The judgement relates to a fine for septic violations on a different parcel owned by the owner of this Tax Parcel. Motion by Seep, second by Sebranek that the request be approved with the understanding that the owner still has to pay the judgement. Motion carried.

Barb Scott, MIS Director, addressed the Committee requesting approval the annual renewal of the VMWare license agreement. The cost of the renewal is \$1,124. The annual renewal cost has been budgeted. An optional three-year agreement for \$2,967 is available. Motion by Bellman, second by Gentes that approval be granted for the one year renewal of the agreement. Motion carried.

The Committee discussed Resolution No. 17-86 which approved the temporary appointment of Bill Condon as Acting Highway Commissioner through November 30, 2017. The Highway Committee is recommending the extension of the temporary appointment. Corporation Counsel Southwick will be consulted regarding the appointment extension and the requirements for the election of the Highway Commissioner. Motion by Sebranek, second by Marshall to postpone action on the recommendation. Motion carried.

Pine Valley Administrator Cathy Cianci addressed the Committee and explained that new Federal regulations require that the activity program at Pine Valley actually be restorative in nature. Residents would have a choice between regular activities and also have a choice of some activities that would help increase or improve their memory and increase balance, etc. Aegis Therapies is the current therapy provider. The request is for approval of an addendum to the current therapy contract so that the new activity program can be implemented effective January 1, 2018. The new activity program will mesh with the current activity program being provided. John Milke, Aegis Therapies, addressed the Committee regarding the addendum to the current therapy contract at Pine Valley for the new activity program. Both a wellness program and an activity program would be provided. The current Activity Director position will soon be vacant. Pine Valley would contract with Aegis for that position. Discussion followed. Motion by Bellman, second by Sebranek that the addendum to the current contract with Aegis Therapies to provide the additional activities be approved. Motion carried.

Chairman Kirkpatrick explained a request received from the Wisconsin Counties Association for the County to participate with other counties in litigation against certain pharmaceutical companies to hold them responsible for their role in creating the opioid epidemic. Three law firms propose to undertake this effort on behalf of the counties on a contingent fee basis. All costs will be covered by the firms. The County will need to devote some staff time in assisting the firms with damage calculations. An engagement letter and a model resolution were provided with the request from the WCA. Motion by Bellman, second by Seep to move forward with presenting the authorizing resolution. Motion carried.

Bob Bellman provided information on the cost of overtime paid by the County since January 1, 2017 for the Ambulance Service, Highway Department, Pine Valley and the Sheriff's Department. Some of the explanation for the overtime was as follows: Staff shortages and overtime pay for working holidays at Pine Valley; Ambulance full time staff working a 48 hour rotating schedule; Sheriff's Department staff shortages and extra pay when required to work on the holidays.

Patrick W. Glynn, Senior Consultant, Carlson Dettmann Consulting, provided an update on the Classification and Compensation Study. The scope of work provided a measure of job responsibilities, internal relationships and external marketplace; a review of wage and hour status and employee benefits; and recommends a structure, schedule, titles, level and policies. The project process overview was reviewed. Elements of a successful project were explained. Policy questions include a definition of market comparisons, determination of market placement, designing a structure and developing an implementation plan. Sources of data for the market comparisons came from other similar size counties, some cities and other labor sources. Job evaluation factors were explained. The question "where does Richland County want to position itself in its labor markets" was discussed. The pay structure and its administration were discussed. The step-based model of pay progression is being recommended. Overall benchmark midpoints are at 89% of the marketplace. The recommendation is for the 50th percentile placement in the market. A discussion followed on what the County can afford versus the standard implementation of the plan. The standard recommendation would move employees to the step in the new grade that provides an increase in compensation. The Pine Valley pay plan recommendation was discussed. Maintenance of the entire plan structure was discussed. Maintenance would require documentation of all jobs; maintaining consistency with the selected market and market comparisons, placement of jobs in the structure based upon job evaluation, market data or compression issues; and allowing employees to move through the structure as

originally intended. Copies of the final study were distributed. No action was taken by the Committee.

Motion by Gentes, second by Bellman to adjourn to December 5, 2017 at 9:00 a.m.
Motion carried.

Victor V. Vlasak, Richland County Clerk