

RICHLAND COUNTY

Finance & Personnel Committee

September 3, 2021

NOTICE OF MEETING

Please be advised that the Richland County Finance and Personnel Committee will convene at 1:00 p.m., Tuesday, September 7th, 2021 in the Health and Human Services Building Conference Room 221 W. Seminary Street and via videoconference and teleconference using the following information:

WebEx Videoconference:

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=maffdeacf6896ed3dddf32e77024dd9a7>

Meeting number: 2556 308 6980, Password: richland

WebEx Teleconference: WebEx teleconference phone number: 408-418-9388, Access code: 2556 308 6980

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email), or Finance & Personnel Committee Chair Shaun Murphy-Lopez at 608-462-3715 (phone/text) or shaun.murphy@co.richland.wi.us (email).

Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Previous meeting minutes*

Tax Deed Properties Sale:

5. Village of Cazenovia Tax Deed Parcels: #111-1300-0823, #11113000824, #11113000825 to the Village of Cazenovia pursuant of Wis. Stat. 75.69(2)*
6. Town of Henrietta Tax Deed Parcel #014-3440-1009*

Finance (including purchasing and contracts)

7. Health Insurance Renewal for 2022*
8. Recommend Resolution for Buffalo NAS (computer server) purchase*
9. Historic courthouse roof repair and funding*
10. Amendment to petition for airport project to include approach path indicators*

Budget

11. 2022 budget adjustments*

Personnel

12. Pine Valley – compensation pay plan policy*
13. Pine Valley – compensation premium pay*
14. Report - Richland County retention trends

15. Future agenda items
16. Adjournment

*Meeting materials for items marked with an asterisk may be found at <https://www.co.richland.wi.us/financePersonnelMinutes.shtml>.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

FINANCE AND PERSONNEL COMMITTEE

August 20, 2021

The Finance and Personnel Committee convened at 1:00 p.m., Friday, August 20, 2021, in the County Board Room at 181 West Seminary Street and via videoconference and teleconference.

Committee members present included: Shaun Murphy-Lopez, Committee Chair, Marty Brewer, David Turk, Donald Seep and Melissa Luck.

Others present included: Tammy Wheelock, Deputy County Clerk; Clinton Langreck, County Administrator; Julie Keller, County Treasurer.

1. **Call to order:** Committee Chair Shaun Murphy-Lopez called the meeting to order at 1:00 p.m.
2. **Proof of notification:** Clinton Langreck verified that the meeting had been properly noticed.
3. **Agenda approval:** Motion by Brewer, second by Luck for approval of agenda. All ayes, motion carried.
4. **Approval of previous meeting minutes:** Motion by Luck, second by Brewer for approval of the minutes from the August 3rd meeting. Motion carried.

Motion by Brewer, second by Turk for approval of the minutes from the August 17th meeting. Motion carried.

5. **Approval of Buffalo NAS (computer server) purchase with borrowed funds:** Motion by Seep, second by Brewer to approve the purchase of new wearable camera and video storage system for Sheriff's department as previous system malfunctioned. Use of Fund 75 in the amount of \$15,293.70 was approved. All ayes, motion carried.
6. **Financial Report by Treasurer's Office:** Richland County Treasurer, Julie Keller, reported that the tax collection in July was good, however, expenses were high in August. Delinquent taxes are 2.34%, which Keller states is very low. Murphy-Lopez noted that Keller will have a cash balance history available for report at September meeting.
7. **Approval of appropriations of Capital Funds for Fairgrounds improvement:** Motion by Brewer, second by Seep to change a portion of the Fairgrounds Fund 75 project to include the following:
 - a. City Utilities - \$3050, moving power lines underground, light pole replacement
 - b. Richland Electric Cooperative - \$845.80, 4 new light poles
 - c. Wallace Electric - \$4500 & \$4061.77, utility repairs, upgrades of faulty lights, panel boxes and breakers
 - d. Wallace Electric - \$2060 for lighting and utility work, paid from Fund 68 to be replenished from Fund 75

All ayes, motion carried.

8. **Fund deficiencies and surpluses for 2020:** Langreck defers topic until September as auditors just finished this week.
9. **Presentation of preliminary 2022 budget:** Langreck presented an overview of the budget and budget process. With 0% increase per department, a gap of \$464,215.73 currently remains. Gap can be

potentially closed by spenddowns, ARP, sales tax, etc. Brewer stated that the placement budget for Health and Human Services has been under budget in past years. Murphy-Lopez was very complimentary of the budget layout, timeliness, and organization. Questioned possibly of having the preliminary budget published on the county website. Barb Scott, manager of MIS, will publish to the website. Seep was also complimentary, and reiterated that this was just the preliminary budget, nothing is final. Langreck thanks the board for their work and states this is a county wide effort. Motion to accept preliminary budget by Brewer, second by Luck. All ayes, motion carried.

- 10. 2022 Short-term borrowing:** Motion by Brewer, second by Luck to pursue short term loan financing not to exceed \$1,050,000 as part of the 2022 budget and Capital Improvement plan. Along with an agreement with Wisconsin Public Finance Professionals for \$10,000 to provide loan services. Langreck states this funding allows for increased debt levy to continue capital improvements and preserves operating levy. Turk noted that the county needs to remain transparent to the tax payers regarding debt service vs. balanced budget. All ayes, motion carried.

- 11. 2022 Capital Improvement plan:** Motion by Brewer, second by Turk to approve capital improvement and capital projects policy to utilize in preparation of short-term borrowing and to incorporate into the 2022 budget. All ayes, motion carried.

Langreck requests 5-minute recess at 2:18 p.m. Back in session at 2:25 p.m.

- 12. American Rescue Plan:** Richland County's apportionment is \$3,350,999, with half received in May of 2021 and second half in May of 2022. Langreck provides breakdown by percentage of expenditures as follows:

- a. 10% - Support Public Health response efforts to decrease spread
- b. 5% - Response to negative economic impacts (assistance to households, small businesses, and nonprofits, or aid to impacted industries)
- c. 10% - Premium pay for eligible essential workers
- d. 25% - Water, sewer, and broadband infrastructure investments
- e. 50% - Replace public sector revenue loss (provision of government services...continue to provide valuable services)

Motion by Seep, second by Brewer to accept the preliminary appropriations.

Murphy-Lopez makes motion to amend appropriation of 5% -response to negative economic impacts, to 10% of appropriation in hopes of helping more childcare centers in the county. In turn decreasing 25% - Water, sewer, and broadband infrastructure investments, to 20% of appropriation. Luck seconds motion. Ayes by Murphy-Lopez, Luck, Brewer. Noes by Turk and Seep. Motion carries.

Seep makes motion for development of a grant application, selection, awarding, and reporting process for awarding funds in support of a "local early childhood education" project/s. Second by Luck. All ayes, motion carries.

- 13. Pine Valley RN Manager starting wage (amendment to amended resolution 19-135):** Motion by Brewer to amend starting pay from step 3 to step 6, second by Seep. All ayes, motion carried.

- 14. Amend resolution regarding animal species judging to include all fair eligible animals:** Motion by Brewer, second by Luck to approve amendment to include all animal species in Resolution 16-95. All ayes, motion carried.

- 15. Closed Session – Wisconsin State Statute 19.85(1)(b) – Termination of Employee on Probation at Sheriff's Department:** Motion by Luck, second by Turk to move into closed session. All ayes, motion carried.
- 16. Return from closed session:** Brewer motions to return to open session, second by Turk.
- 17. Discussion and possible action from items in closed session:** Porter gave notice of termination of Sheriff's Department employee. Seep accepts notice, with second by Brewer. All ayes, motion carried.
- 18. Future agenda items:** None
- 19. Adjournment:** Motion by Turk, second by Luck to adjourn at 3:05 p.m. Next meeting will be at 8:00 a.m., August 24, 2021 at Health and Human Services and via Webex. All ayes, motion carried.

Tammy Wheelock
Richland County Deputy Clerk

FINANCE AND PERSONNEL COMMITTEE

August 24, 2021

The Finance and Personnel Committee convened at 8:00 a.m., Tuesday, August 24th, 2021 at Health and Human Services at 221 W. Seminary Street, and via videoconference and teleconference.

Committee members present included: Shaun Murphy-Lopez (Committee Chair), Marty Brewer, David Turk (Vice-Chair), Donald Seep (via WebEx), Linda Gentes, Marc Couey and Melissa Luck.

Others present included: Clinton Langreck, County Administrator; Derek Kalish, County Clerk; Josh Bell, Accounting Supervisor; as well as various department heads and staff, county board supervisors, members of the public.

1. **Call to order:** Committee Chair Shaun Murphy-Lopez called the meeting to order at 8:05 a.m.
2. **Proof of notification:** Clinton Langreck verified that the meeting had been properly noticed.
3. **Agenda approval:** Motion by Couey, second by Seep for approval of agenda. Roll call vote requested by supervisor Seep. Ayes: Murphey-Lopez, Brewer, Luck, Seep, Turk, Gentes, Couey, Seep. Nays: none. Motion carried.
4. **2022 Proposed Department Budget:** Richland County Departments presented their 2022 budget proposals. Questions were offered by the committee and Administrator. Discussion on prioritization was had. The County Administrator informed the committee that a proposal for adjustments to the preliminary budget would be brought forward at the September 7th meeting, with final approval by the committee requested no later than the September 17th meeting. No action taken.
5. **Future agenda items:** None
6. **Adjournment:** Motion by Couey, second by Seep to adjourn at 4:00 p.m. Next meeting will be at 1:00 p.m., September 7, 2021 at County Board Room, All Ayes, motion carried.

Clinton Langreck
Richland County Administrator

Richland County Committee

Agenda Item Cover

Agenda Item Name: *Transfer of County Owned Tax Deed Properties – Parcel #'s 11113000823, 11113000824, 11113000825 - To the Village of Cazenovia*

| | | | |
|-------------------------|-------------------------------|-----------------------|----------------------------|
| Department | Richland Economic Development | Presented By: | Director Jasen Glasbrenner |
| Date of Meeting: | 07 Sep 2021 | Action Needed: | Vote |
| Disclosure: | Open | Authority: | Ordinance |
| Date submitted: | 03 Sep 2021 | Referred by: | |

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Motion to sell the following tax deed parcels to the Village of Cazenovia pursuant of Wis Stat. 75.69(2) – Parcels l #'s 11113000823, 11113000824, 11113000825, for \$1 dollar per lot plus the recording fees.

Background: *(preferred one page or less with focus on options and decision points)*

All three lots are located in the downtown area of the Village.

These three lots were associated with the blighted building located at 106 W Main St. in Cazenovia that the county had removed out of public safety concerns.

The Cazenovia Village Board has expressed their desire to obtain the three lots for the economic development of their community. See the Resolution Number 02-21 that the Village of Cazenovia passed on June 9th 2021.

Attachments and References:

| | |
|----------------------------------|--|
| Cazenovia Resolution Number 21-2 | |
| | |
| | |

Financial Review:

(please check one)

| | | | |
|--------------------------|----------------------|-----------------------|--|
| <input type="checkbox"/> | In adopted budget | Fund Number | |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input type="checkbox"/> | No financial impact | | |

Loss auction sale and annual property tax that may be gained by public auction.

Approval:

Jasen Glasbrenner

Department Head

Review:

Administrator, or Elected Office (if applicable)

Agenda Item Cover



Richland County Committee

Agenda Item Cover

CAZENOVIA RESOLUTION NUMBER 02-21

A Resolution by the Cazenovia Village Board to acquire vacant lots in the downtown area of Cazenovia and that they are owned by Richland County

WHEREAS, Richland County owns three lots in the Village of Cazenovia that were taken on Tax Deed and are designated as Parcel Numbers 11113000823 and 11113000824 and 11113000825; and

WHEREAS, Richland County removed a blighted building from one of the lots and does not have a specific use identified for all three lots; and

Whereas, Richland County normally divests itself of properties taken on Tax Deed; and

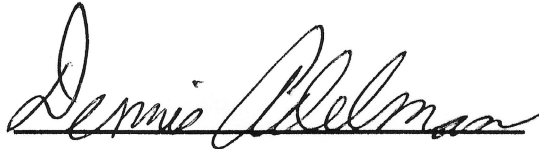
WHEREAS, The Village of Cazenovia would like to acquire the identified lots to prevent blight, and work to advance the improvement of the downtown area of the Village, and to encourage economic development of the Village,

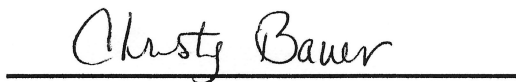
NOW, THEREFORE, BE IT RESOLVED


1. That the Village of Cazenovia would like to petition Richland County to have Parcels 11113000823 and 11113000824 and 11113000825 transferred into the ownership and care of the Village of Cazenovia.

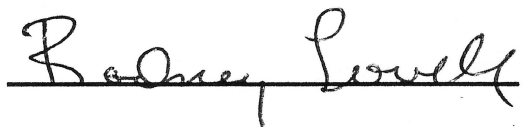
2. That the total price to be paid by the Village of Cazenovia would be One Dollar for each of the Parcels plus the associated recording Fee.
3. That this resolution be presented to all County Subcommittees and the full County Board as is necessary to have the County consider and approve of the proposal outlined in this Resolution.

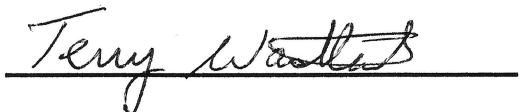
APPROVED, by the Village Board of Cazenovia, June 9th, 2021

 **Village President**

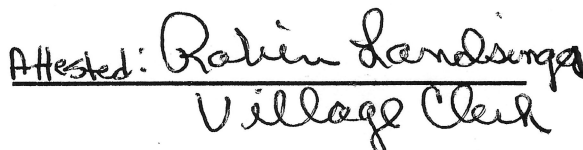
 **Village Board**

 **Village Board**

 **Village Board**

 **Village Board**

 **Village Board**

 **Village Board**
Village Clerk

Richland County Committee

Agenda Item Cover

PROPERTY COMMITTEE

Agenda Item Name: SALE OF TAX DEED PARCEL # 014-3440-1009

| | | | |
|-------------------------|--------------|-----------------------|-----------------|
| Department | TREASURER | Presented By: | JULIE KELLER |
| Date of Meeting: | 07 Sep 2021 | Action Needed: | VOTE TO APPROVE |
| Disclosure: | Open Session | Authority: | Ordinance |
| Date submitted: | 02 Sep 2021 | Referred by: | |

Recommendation and/or action language:

Motion to...approve the sale of Tax Deed Parcel # 014-3440-1009 to offered bid of \$500 set by property committee.

Background: *(preferred one page or less with focus on options and decision points)*

Tax Deed parcel #014-3440-1009 in Section 34 of Town of Henrietta, .07 acres. The appraised value/minimum bid was set by the Property Committee at \$750.00. This property is at the corner of Highway 80 and Mandt St. in Hub City.

Attachments and References:

| | |
|--|--|
| | |
|--|--|

Financial Review:

(please check one)

| | | | |
|-------------------------------------|----------------------|-----------------------|--|
| <input type="checkbox"/> | In adopted budget | Fund Number | |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input type="checkbox"/> | Other funding Source | | |
| <input checked="" type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

Approval:

JULIE KELLER

Department Head

Review:

Clinton Langreck

Administrator, or Elected Office (if applicable)



3440-041
0.43 AC

3440-057
0.29 AC

3440-056
0.07 AC

3440-054
0.07 AC

MICK PARK ST

MANDT ST

ROW
12.22 AC

34

NW-SE

Henrietta

1 inch = 26 feet

NE-SE

3440-1009
0.07 AC

3440-1101
0.23 AC

3440-1006
0.34 AC

3440-1003
0.2 AC

80

1 inch = 26 feet

Richland County Committee

Agenda Item Cover

Agenda Item Name: Health Insurance Renewal

| | | | |
|--|----------------|-----------------------|---------------------------------|
| Department | Administration | Presented By: | Administrator |
| Date of Meeting: | 07 Sep 2021 | Action Needed: | Vote |
| Disclosure: | Open Session | Authority: | Structure E |
| Date submitted: | 02 Sep 2021 | Referred by: | |
| Action needed by no later than (date) | N/A | Resolution | <u>N/A</u> , prepared, reviewed |

Recommendation and/or action language:

Motion to accept ... proposed Quartz 2022 renewal at 16% premium increase and recommend renewal to the Richland County Board as part of the 2022 Budget for adoption by resolution, and have the County Administrator sign the renewal.

Background: *(preferred one page or less with focus on options and decision points)*

The initial renewal proposal from Quartz a 16% (trend) increase for 2022. This proposal was based on current and expected experience (Medical Loss Ratio), demographics, and our long-term partnership. Our insurance consultants with Wallace, Cooper and Elliot entered into negotiations with Quartz in August. Quartz is standing firm on the 16% renewal based on actuarial factors including our current loss ratio, demographics and projected usage.

-Representatives from Wallace Cooper and Elliot and Quartz will be at the meeting to present. -

The County Administrator assembled an advisory team this summer to interview broker/consultants, review our plan design, and evaluate our 2022 plans make recommendations on the upcoming year and beyond. The advisory team was most helpful in better understanding the position of departments and employees. The two major courses of actions suggested for future consideration:

1. Rejoin ETF health insurance program, or consider changing our existing plan to match the mid-deductible plan with removal of the HRA
2. Future in-depth evaluation of broker consultant benefits and resources

Administrator's responses:

1. Rejoining ETF will come with re-entry fees and additional administrative burden on the county. If an Assistant to the Administrator position is funded this burden may be more feasible. We have made a significant investment into wages entering 2022. Focus on 2023 will be health insurance and benefits, and consideration for our usage rate will have to be considered and planned for. Changing to a reduced deductible plan mirroring an ETF option resulted in 48.22% renewal. Factoring for HRA reductions, and estimated HRA expenditures made this option higher than the current plan renewal.
2. Further conversations with brokers and consultants are intended for the 1st quarter of 2023. Wallace, Cooper and Elliot have been excellent partners and the initiative to possibly replace their convenience and excellent customer services with added resources

Richland County Committee

Agenda Item Cover

provided through bigger firms warrants further evaluation. If we return to ETF, we will do so directly without a broker.

Additional plan and design changes were discussed with Wallace Cooper and Elliot and the County Administrator following the 2022 renewal offer. No action on plan design changes or employee/employer premium share is recommended at this time.

Attachments and References:

| | |
|----------------|-------------------------------|
| County Renewal | Richland County Group Exhibit |
| MLR Report | |

Financial Review:

(please check one)

| | | | |
|-------------------------------------|----------------------|-----------------------|-----------------------------------|
| <input checked="" type="checkbox"/> | In adopted budget | Fund Number | Proposed budget within department |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input type="checkbox"/> | Other funding Source | | |
| <input type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

16% increase equates to an approximate \$83,613.36 estimated increase in 2022 levy impact, with consideration for increases absorbed by revenue and reimbursements.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)



RICHLAND COUNTY
Proposal Rate Options
Effective Date: 01/01/2022

| | <u>Renewal Offering</u> | <u>Alternate</u> |
|--|--|--|
| | HMO1-1 | HMO1-2 |
| | <u>In-Network</u> | <u>In-Network</u> |
| Annual Deductible (Single/Family) | \$3,000 / \$6,000 | \$500 / \$1,000 |
| Coinsurance | 0% | 0% |
| Max Out-of-Pocket (Single/Family) | \$3,000 / \$6,000 | \$750 / \$1,500 |
| Deductible Type: | <i>Embedded</i> | <i>Embedded</i> |
| Physician Services | | |
| Office Visit | Ded & Coins | Ded & Coins |
| Specialist Visit | Ded & Coins | Ded & Coins |
| Emergency Services | | |
| Urgent Care | Ded & Coins | Ded & Coins |
| Emergency Room | Ded & Coins | \$50 Copay |
| Hospital Services | | |
| Inpatient Services | Ded & Coins | Ded & Coins |
| Delivery & Newborn Charges | Ded & Coins | Ded & Coins |
| Outpatient Services | Ded & Coins | Ded & Coins |
| Diagnostic Services | | |
| Lab & X-Ray | Ded & Coins | Ded & Coins |
| MRI/PET/CAT Scan | Ded & Coins | Ded & Coins |
| Behavioral Health | | |
| Inpatient | Ded & Coins | Ded & Coins |
| Transitional | Ded & Coins | Ded & Coins |
| Outpatient | Ded & Coins | Ded & Coins |
| Other Services | | |
| Durable Medical Equipment | 20% Coins | 20% Coins |
| Therapy Services | Ded & Coins | Ded & Coins |
| Oral Surgery | Ded & Coins | Ded & Coins |
| Pharmacy Benefits | | |
| Tier 1/Tier 2/Tier 3 | \$10/\$35/\$60 | \$10/\$35/\$60 |
| Value Tier | \$5 Rx Outcomes | \$5 Rx Outcomes |
| Max Out-of-Pocket (Single/Family) | \$2,000 / \$4,000 | \$2,000 / \$4,000 |
| Additional Benefits | | |
| | Evisits - Subject to Deductible, then 100% Coverage; Artificial Insemination | Evisits - Subject to Deductible, then 100% Coverage; Artificial Insemination |
| Health Care Reform | | |
| Preventive Services | Unlimited | Unlimited |
| Annual Maximum | Unlimited | Unlimited |
| Lifetime Maximum | Unlimited | Unlimited |

Large: To view the Summary of Benefits and Coverage (SBC), go to QuartzBenefits.com/sbclookup and enter the tracking number for each plan. You may also call 1-800-362-3310 to request a free paper copy. This proposal includes coverage for state and federally mandated benefits. Please Note: 0.04% of the quoted rates are due to required fees as part of the Patient Centered Outcomes Research Institute Fee. Benefit year plans. Number of plans offered subject to underwriting approval, depending on enrollment.

| <u>Coverage Type</u> | <u>Contracts</u> | <u>Rates</u> | <u>Contracts</u> | <u>Rates</u> |
|----------------------|------------------|--------------|------------------|--------------|
| Single | 63 | \$756.34 | 63 | \$966.40 |
| Family | 140 | \$1,879.89 | 140 | \$2,401.99 |
| Medicare Single | 0 | \$605.08 | 0 | \$773.13 |
| Medicare Family | 0 | \$1,210.14 | 0 | \$1,546.24 |
| Medicare Split | 0 | \$1,361.41 | 0 | \$1,739.51 |

| | | |
|------------------------------------|---------------------|---------------------|
| Total Monthly Premium | \$310,834.02 | \$397,161.80 |
| Change From Current Premium | 16.00% | 48.22% |
| Line of Business Code | 9000013 | 9000013 |
| Payor State | WI | WI |
| SBC Tracking IDs: | AQIWUUC5J | FW12R3RX6 |
| SOB Tracking IDs: | AOIWUUC5J | FW12R3RX6 |

These rates are based upon the facts presented by your group, the demographics of your group, and the medical benefits listed on the rate options page. Any changes to the information provided may result in a change to the monthly premiums listed.

**RICHLAND COUNTY**

Corporation # 902410

Dates of Service 4/1/2020 to 3/31/2021

Paid Claims Through 7/1/2021

MLR Report

| Month | Member Months | Subscriber Months | Total Premium | Total Medical Paid | Total Rx Paid | Total Claims Paid | MLR |
|--------|---------------|-------------------|---------------|--------------------|---------------|-------------------|--------|
| Apr-20 | 553 | 220 | \$274,032 | \$55,362 | \$75,212 | \$130,574 | 47.6% |
| May-20 | 550 | 218 | \$271,971 | \$149,282 | \$80,447 | \$229,729 | 84.5% |
| Jun-20 | 530 | 216 | \$266,987 | \$163,939 | \$109,770 | \$273,709 | 102.5% |
| Jul-20 | 525 | 213 | \$265,104 | \$342,592 | \$94,348 | \$436,940 | 164.8% |
| Aug-20 | 528 | 214 | \$267,596 | \$261,094 | \$99,316 | \$360,410 | 134.7% |
| Sep-20 | 528 | 214 | \$269,460 | \$168,938 | \$110,831 | \$279,770 | 103.8% |
| Oct-20 | 526 | 211 | \$266,646 | \$220,283 | \$108,453 | \$328,736 | 123.3% |
| Nov-20 | 525 | 210 | \$266,018 | \$205,844 | \$103,354 | \$309,198 | 116.2% |
| Dec-20 | 528 | 211 | \$266,646 | \$297,503 | \$126,767 | \$424,270 | 159.1% |
| Jan-21 | 513 | 208 | \$269,284 | \$84,346 | \$112,614 | \$196,960 | 73.1% |
| Feb-21 | 519 | 208 | \$270,253 | \$166,966 | \$106,585 | \$273,551 | 101.2% |
| Mar-21 | 527 | 209 | \$272,842 | \$293,383 | \$144,092 | \$437,475 | 160.3% |
| Total | 6,352 | 2,552 | \$3,226,838 | \$2,409,532 | \$1,271,790 | \$3,681,321 | 114.1% |

Pharmacy Utilization Report

| Type | # Scripts | Total Paid | Paid per Script | Paid PMPM | % Total Paid | Paid PMPM (Benchmark) |
|---------|-----------|-------------|-----------------|-----------|--------------|-----------------------|
| Brand | 725 | \$1,130,178 | \$1,558.87 | \$177.92 | 88.9% | \$81.45 |
| Generic | 4,233 | \$141,611 | \$33.45 | \$22.29 | 11.1% | \$15.01 |
| Total | 4,958 | \$1,271,790 | \$256.51 | \$200.22 | 100.0% | \$96.46 |

Large Claim Report (Top 10 by Total Claims Paid)

| Member | Total Medical Paid | Total Rx Paid | Total Claims Paid | Effective Today | Diagnosis |
|--------------|--------------------|---------------|-------------------|-----------------|---|
| 1 | \$16,521 | \$216,359 | \$232,880 | Yes | REVLIMID Rx; POLYP OF CERVIX UTERI |
| 2 | \$47,841 | \$162,441 | \$210,283 | Yes | REVLIMID Rx; ENCOUNTER FOR ANTINEOPLASTIC IMMUNOTHERAPY |
| 3 | \$130,452 | \$18,804 | \$149,256 | Yes | MALIGNANT NEOPLASM OF PYLORIC ANTRUM |
| 4 | \$142,194 | \$6,132 | \$148,326 | Yes | OTHER SPECIFIED SEPSIS |
| 5 | \$31,462 | \$110,053 | \$141,515 | Yes | REBIF Rx; CROHN'S DISEASE, UNSPECIFIED, WITH UNSPECIFIED COMPLICATIONS |
| 6 | \$43,612 | \$96,543 | \$140,155 | Yes | AUBAGIO Rx; FRACTURE OF UNSPECIFIED PART OF NECK OF LEFT FEMUR, INITIAL ENCOUNTER FOR CLOSED FRACTURE |
| 7 | \$1,071 | \$133,429 | \$134,501 | Yes | HUMIRA PEN Rx; OBSTRUCTIVE SLEEP APNEA (ADULT) (PEDIATRIC) |
| 8 | \$103,551 | \$19,669 | \$123,220 | Yes | ENCOUNTER FOR ANTINEOPLASTIC RADIATION THERAPY |
| 9 | \$119,536 | \$138 | \$119,674 | No | TRAUMATIC SUBDURAL HEMORRHAGE WITH LOSS OF CONSCIOUSNESS OF UNSPECIFIED DURATION, INITIAL ENCOUNTER |
| 10 | \$89,475 | \$2,216 | \$91,692 | Yes | ATHEROSCLEROTIC HEART DISEASE OF NATIVE CORONARY ARTERY WITHOUT ANGINA PECTORIS |
| Top 10 Total | \$725,716 | \$765,786 | \$1,491,502 | | |
| % of Total | 30.1% | 60.2% | 40.5% | | |



RICHLAND COUNTY

Corporation # 902410

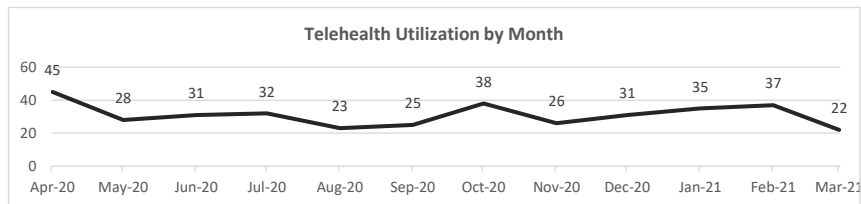
Dates of Service 4/1/2020 to 3/31/2021

Paid Claims Through 7/1/2021

Telehealth Utilization

| | Virtual Visits | Telehealth | Total |
|-----------------------|----------------|------------|----------|
| Count of Claims | 75 | 298 | 373 |
| Total Allowed Amount* | \$5,802 | \$39,542 | \$45,344 |
| Allowed per Claim | \$77 | \$133 | \$122 |

120 of 620 members have a Telehealth claim (19.4%)



Allowed amount - represents the contractual amount for the services

Telehealth – Means use of interactive audio and video telecommunications system that permits real-time communication between the provider site and patient's home.

Virtual Visits – Means brief technology-based communication initiated by patient. May include use of audio/visual equipment, but it is not required.

Telephone, audio/video, secure text messaging, email or portal.

Captured video or images sent to a physician for evaluation.

MyChart Engagement

| Year | 1/1/2018 | 1/1/2019 | 1/1/2020 | Current |
|----------------------|----------|----------|----------|---------|
| % Subscribers Active | 58.5% | 62.6% | 62.9% | 60.8% |
| % Members Active | 39.1% | 43.2% | 43.8% | 40.5% |



Group Name
Company Number
Effective Date
Current Annual Trend

RICHLAND COUNTY
902410
01/01/2022
8.15%

| | Prior Base Period | Current Base Period |
|--|-------------------------------|-------------------------|
| | 06/01/2019 - 05/31/2020 | 06/01/2020 - 05/31/2021 |
| <u>BASE PERIOD EXPERIENCE</u> | | |
| Premium | \$3,301,843 | \$3,231,065 |
| Paid Claims | \$3,004,822 | \$3,816,879 |
| Medical Loss Ratio | 91.0% | 118.1% |
| <u>ENROLLMENT</u> | | |
| 1. Member Months | 6,737 | 6,311 |
| 2. Average Membership | 561 | 526 |
| 3. Most Recent Month's Members | 521 | 521 |
| <u>CALCULATION OF EXPECTED CLAIMS</u> | | |
| 4. Paid-to-Date | \$446.02 | \$604.80 |
| 5. Large Claims (\$150,000 Pooling Point) | (6.32) | (1.62) |
| 6. Average Pooling Charge | \$16.00 | \$18.74 |
| 7. Adjusted Paid Claims (4. + 5. + 6.) | \$455.71 | \$621.92 |
| 8. Incurred Claims | \$455.74 | \$629.64 |
| 9. Months Trend | 31.0 | 19.0 |
| 10. Trend Applied | 1.25 | 1.13 |
| 11. Claims Trended to Renewal Period | \$567.65 | \$710.05 |
| 11a. Benefit Adjustment | 0.97 | 1.00 |
| 11b. Prior Claims Adjustment due to Covid-19 | 1.05 | 1.00 |
| Base Period Weights | 35% | 65% |
| 12. Two Year Combined Claims (Experience-Based Renewal Period Claims) | | \$660.21 |
| 13. Manual Expected Incurred Claims for Renewal Period | | \$498.14 |
| 14. Experience & Manual Blended Claims | Experience Credibility 87.24% | \$639.53 |
| | Target Loss Ratio | 92.1% |
| <u>DETERMINATION OF PREMIUM NEEDED</u> | | |
| 15. Administrative Charge | | \$54.49 |
| 16. Patient Protection and Affordable Care Act Fees (PCORI Fee) | | \$0.22 |
| 17. Total Required Premium (14. + 15. + 16.) | | \$694.24 |
| 18. Current Premium | | \$514.32 |
| 19. Calculated Increase | | 34.98% |
| 20. Released Increase | | 16.00% |
| *Current Annual Trend Breakout | | |
| Medical Trend: | 7.53% | |
| RX Trend: | 9.35% | |

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Resolution approving the purchase of two Computer Data Storage Devices

| | | | |
|-------------------------|--------------|-----------------------|----------------|
| Department | MIS | Presented By: | Director Scott |
| Date of Meeting: | 07 Sep 2021 | Action Needed: | Resolution |
| Disclosure: | Open Session | Authority: | Rule #14 |
| Date submitted: | 02 Sep 2021 | Referred by: | LEJC and F+P |
| | | | |

Recommendation and/or action language:

Motion to... recommend resolution to the county board to approve the purchase of two Buffalo TerraStation 51210 RH Storage Devices from JComp Technologies at a cot of \$15,293.70.

Background:

In the August 20th meeting the F+P committee approved using fund #75. Looking now for the committee to also recommend resolution in compliance with rule #14.

In late July/ Early August our Buffalo NAS died. This device contained all of our wearable and squad video storage since we started recording. We did not have a redundant system and therefore are waiting on Data recovery to hopefully recover the lost videos. The attached invoice is to replace the old Buffalo with a redundant system so we hopefully are never in this situation again. The items have been purchased with emergency authorization from the County Administrator. We have funds slated in fund 75 for computer system upgrades. In the August 20th meeting the F+P committee approved using fund #75. Looking now for the committee to also recommend resolution in compliance with rule #14.

Attachments and References:

| | |
|---------------------|--|
| Resolution attached | |
| | |

Financial Review:

(please check one)

| | | | |
|-------------------------------------|----------------------|-----------------------|-------------------------|
| <input checked="" type="checkbox"/> | In adopted budget | Fund Number | 75 Capital Improvements |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input type="checkbox"/> | Other funding Source | | |
| <input type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

Approval:

Barbara Scott, MIS Director

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

RESOLUTION NO.20-_____

A Resolution Approving the purchase of two Buffalo TeraStation 51210 RH Storage Devices.

WHEREAS the Sheriff Departments wearable and car video was stored on an aging device that became unusable and required replacement, and

WHEREAS the video data is required for ongoing investigations and prosecutions, and

WHEREAS the Finance and Personnel Committee has carefully considered this matter and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the purchase of two Buffalo TeraStation 51210RH SAN/NAS Storage-48TB Devices with Redundant Power supplies and enhanced warranty from JComp Technologies, Baraboo at a cost of \$15,293.70, and

BE IT FURTHER RESOLVED that funds to carry out this Resolution shall come from the Capital Borrowing Fund (Fund #75) and approval is hereby granted for the MIS Director to sign the purchase agreement for these items, and

BE IT FURTHER RESOLVED that this Resolution shall be effective upon its passage and publication.

VOTE FOR FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE FINANCE AND
PERSONNEL COMMITTEE:

AYES _____ NOES _____

FOR AGAINST

RESOLUTION

COUNTY

DATED

Richland County Committee

Agenda Item Cover

Agenda Item Name: Bid proposal on courthouse roof

| | | | |
|-------------------------|------------------------|-----------------------|------------------------|
| Department | Courthouse Maintenance | Presented By: | Administrator Langreck |
| Date of Meeting: | 07 Sep 2021 | Action Needed: | Vote |
| Disclosure: | Open | Authority: | Committee Structure C |
| Date submitted: | 02 Sep 2021 | Referred by: | Property Committee |

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

1. Motion to ...to authorize utilization of American Rescue Plan funds (\$284,000) in conjunction with 2021 designated Fund # 92 apportionments (\$30,000) to pay for roof replacement costs, consulting fees and other associates expenses for roof replacement for a total project cost not to exceed \$314,000

Background:

STR-Specialty Engineering Group, representative Russ Mohns has recommended we accept the bid from Interstate Roofing and Waterproofing, Inc. for Base Bid No. 2 (\$272,000), with total costs and contingencies estimated at \$314,000. The administrator advises that monies apportioned for 2021 short-term borrowing (\$30,000) be allocated, and that monies from the American Rescue Plan (\$284,000) to pay remaining costs. This action will replace the tile roof on the historic courthouse with shingles matching the Sheriff's roof. Estimate life on the shingles is roughly 30 years. Property committee recommendation from 02 Sep 2021 meeting.

Attachments and References:

| | |
|--|--|
| | |
|--|--|

Financial Review:

(please check one)

| | | | |
|-------------------------------------|----------------------|-----------------------|----------------------------|
| <input checked="" type="checkbox"/> | In adopted budget | Fund Number | #92 |
| <input checked="" type="checkbox"/> | Apportionment needed | Requested Fund Number | American Rescue Plan Funds |
| <input type="checkbox"/> | Other funding Source | | |
| <input type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

Total expenditure is estimated at: \$314,000

Fund #92 -2021 = \$30,000

ARP =\$284,000

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

Agenda Item Name: TRI-COUNTY AIRPORT RESOLUTION AMENDMENT

| | | | |
|--|----------------|-----------------------|---------------------------------|
| Department | Administration | Presented By: | Administrator |
| Date of Meeting: | 7 Sep, 2021 | Action Needed: | Vote |
| Disclosure: | Open Session | Authority: | Structure E and Rule 14 |
| Date submitted: | 2 Sep, 2021 | Referred by: | |
| Action needed by no later than (date) | N/A | Resolution | <u>N/A</u> , prepared, reviewed |

Recommendation and/or action language:

- 1) Motion to ... recommend amendment resolution 21-83 to the County Board to petition for State Aid regarding the Tri-County Airport Improvement Project to include approach path indicators.

Background: *(preferred one page or less with focus on options and decision points)*

Resolution amends Res No. 21-83 to include:

- “2. The character, extent, and kind of improvements desired under the project are as follows: Install Precision Approach Path Indicators (PAPI's) on Runway 9/27, clear obstructions, and any necessary related work.”

Attachments and References:

| | |
|---|--|
| | |
| Resolution to Petition – Draft Proposal | |

Financial Review:

(please check one)

| | | | |
|-------------------------------------|----------------------|--|--|
| <input type="checkbox"/> | In adopted budget | Fund Number | |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input checked="" type="checkbox"/> | Other funding Source | American Rescue Plan or Donated Funds: \$120,950.00 (to share with Sauk) | |
| <input type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

Expenditure of \$120,950.00 to be shared with Sauk County (pending owner agreement ordinance)

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

**RESOLUTION PETITIONING
THE SECRETARY OF TRANSPORTATION
FOR AIRPORT IMPROVEMENT AID**

BY

County Board of Supervisors

Richland County, Wisconsin

WHEREAS, the Richland County, Wisconsin hereinafter referred to as the sponsor, being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11, to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the sponsor desires to develop or improve the Tri-County Regional Airport, Sauk County, Wisconsin,

"PETITION FOR AIRPORT PROJECT"

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Wis. Stat. §114.33(2) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, by the sponsor that a petition for federal and (or) state aid in the following form is hereby approved:

Richland County Committee

Agenda Item Cover

The petitioner, desiring to sponsor an airport development project with federal and state aid or state aid only, in accordance with the applicable state and federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a local general aviation type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows:
Install Precision Approach Path Indicators (PAPI's) on Runway 9/27, clear obstructions, and any necessary related work.
3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the sponsor by the Secretary; the sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

WHEREAS, the sponsor is required by Wis. Stat. §114.32(5) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

Richland County Committee

Agenda Item Cover

"DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR'S AGENT"

THEREFORE, BE IT RESOLVED, by the sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such, in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under Wis. Stat. §32.02; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules, and regulations relating to airport development projects.

FURTHER, the sponsor requests that the Secretary provide, per Wis. Stat. §114.33(8)(a), that the sponsor may acquire certain parts of the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

"AIRPORT OWNER ASSURANCES"

AND BE IT FURTHER RESOLVED that the sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Wis. Admin. Code Trans §55, or in accordance with sponsor assurances enumerated in a federal grant agreement.

AND BE IT FURTHER RESOLVED THAT THE Tri-County Airport Commission Chairman and Secretary_ be authorized to sign and execute the agency agreement and federal block grant owner assurances authorized by this resolution.

RESOLUTION INTRODUCED BY:

(TITLE)

Richland County Committee

Agenda Item Cover

| | |
|---------|-------|
| _____ | _____ |
| (TITLE) | _____ |
| _____ | _____ |
| (TITLE) | _____ |

CERTIFICATION

I, _____, Clerk of Richland County, Wisconsin, do hereby certify that the foregoing is a correct copy of a resolution introduced at a _____ meeting of the _____ on _____, 20____, adopted by a majority vote, and recorded in the minutes of said meeting.

| | |
|-------|-------|
| _____ | _____ |
| | Clerk |

W:\Airports\Tri-County Regional (LNR)\Petition\05-21LNRres-Richland.docx

Richland County Finance & Personnel Committee
Agenda Item Cover

Agenda Item Name: Approve the Purchase of Computers

| | | | |
|-------------------------|-------------------|-----------------------|----------------------|
| Department | Administration | Presented By: | Tracy Thorsen |
| Date of Meeting: | September 7, 2021 | Action Needed: | Vote // Resolution |
| Disclosure: | Open Session | Authority: | County Board Rule 14 |
| Date submitted: | August 13, 2021 | Referred by: | HHS Board |

Recommendation and proposed action: Motion to approve the purchase of twenty-six computers (24 laptops and 2 desktops) at a cost not to exceed \$60,000; and forward the recommendation on to the Finance & Personnel Committee and then to the County Board for approval.

Background: Health and Human Services has a total of 103 computers in the department (53 laptops; 50 desktops). In order to assure proper functionality, it is recommended by the MIS Department that aging computers should be replaced on a regular schedule every five to seven years. The computers being proposed for replacement range from five to nine years old.

Health and Human Services has developed a computer replacement plan in order to include replacements in the annual budget as much as possible while also taking advantage of funding sources as they become available. This plan also includes downsizing the total number of computers as there are some staff who have been assigned both a desktop and a laptop computer so that they can use the laptop when work outside of the office is necessary. The plan going forward will be for staff to be assigned only one computer; either a desktop or a laptop. Staff who routinely work out of the office will be assigned laptops with docking stations and monitors. Desktop computers won't be replaced as they age for those staff who require laptops.

Attachments and References:

| | |
|--|--|
| <i>Richland County Board Rule #14 (k) Expenditures</i> | |
|--|--|

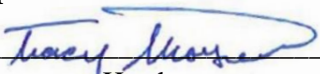
Financial Review: The estimated cost per computer is \$2,308. This estimate may be high but takes into account that new computers are currently in high demand and difficult to secure. The estimate also includes the cost of associated software licensing and warranties that each device requires. The MIS department will assist Health and Human Services to obtain the lowest price available. There are various funding sources that we will be able to take advantage of this year in order to replace these aging computers. No new apportionment is being requested.

| PROGRAM | # OF COMPUTERS | FUNDING SOURCE |
|-------------------|----------------|---|
| Administration | 5 | Computer Replacement 2021 Budgeted Funds |
| Administration | 2 | Wisconsin Department of Health Services COVID funding |
| Behavioral Health | 9 | CCS Reimbursement Funding |
| Behavioral Health | 1 | Crisis Reimbursement Funding |
| Behavioral Health | 1 | State Opioid Response Grant Funding |
| Behavioral Health | 1 | Treatment Alternatives and Diversion Grant Funding |
| Child and Youth | 4 | Carry over CFS Allocation <i>(must be used in 2021)</i> |
| Public Health | 3 | Wisconsin Department of Health Services COVID funding |
| TOTAL | 26 | |

(please check one)

| | | | |
|-------------------------------------|----------------------|-----------------------|--|
| <input checked="" type="checkbox"/> | In adopted budget | Fund Number | |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input checked="" type="checkbox"/> | No financial impact | | |

Approval:


 Department Head

Review:

 Administrator, or Elected Office (if applicable)

RESOLUTION NO. 21- _____

A Resolution Authorizing The Purchase of 26 New Computers (24 laptops and 2 desktops) And Associated Software Licensing And Warranties For The Department Of Health And Human Services.

WHEREAS the Health and Human Services Board and the Director of Health and Human Services Department, Ms. Tracy Thorsen, have recommended that the Department be authorized to purchase 26 new computers, associated software licensing, and warranties in order to replace aging devices, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for most purchases of \$10,000 or more by a department of County government.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Health and Human Services Department to purchase 26 new computers (24 laptops and 2 desktops) along with the associated software licensing and warranties for each at a total cost not to exceed \$60,000.00, and

BE IT FURTHER RESOLVED that funding or reimbursement for these purchases will be obtained as follows:

- a. \$11,538 from computer replacement funding that was included in the 2021 budget;
- b. \$11,538 from Wisconsin Department of Health Services COVID funding;
- c. \$20,769 from CCS reimbursement funding;
- d. \$2,308 from Crisis reimbursement funding;
- e. \$2,308 from the State Opioid Response Grant;
- f. \$2,308 from the Treatment Alternatives and Diversion Grant;
- i. \$9,231.00 from 2020 Wisconsin Department of Children and Families Allocation carry-over funds, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE FOR FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE COUNTY BOARD
SUPERVISOR MEMBERS OF THE HEALTH AND
HUMAN SERVICES BOARD:

AYES _____ NOES _____

FOR AGAINST

RESOLUTION

COUNTY

DATED

Richland County Committee

Agenda Item Cover

Agenda Item Name: Administrator's Proposed Budget Adjustments

| | | | |
|--|----------------|-----------------------|---------------------------------|
| Department | Administration | Presented By: | Administrator |
| Date of Meeting: | 2 Sep 2021 | Action Needed: | Vote |
| Disclosure: | Open Session | Authority: | Structure E |
| Date submitted: | 07 Sep 2021 | Referred by: | |
| Action needed by no later than (date) | N/A | Resolution | <u>N/A</u> , prepared, reviewed |

Recommendation and/or action language:

Options:

1. Motion to...accept recommendation recommendations from the County Administrator as presented and make adjustments to finalize the 2022 budget for County Board consideration and adoption.
2. Motion to ... accept recommendations from the County Administrator with committee amendments and make adjustments to finalize the 2022 budget for County Board consideration and adoption.
3. Motion to ... accept recommendations from the County Administrator for consideration with further committee action intended in a future meeting.
4. Motion to ... advise the County Administrator to return with amended recommendations based on guidance offered by the committee through specified actions/votes in the meeting.
5. (some other action germane to the agenda item)

Background: *(preferred one page or less with focus on options and decision points)*

Attached to this summary is a spreadsheet titled "2022 Budget Gap Tracking and Options Development 02 Sep 2021." This spread sheet is intended to depict: intensions, specified budget guidance, department and fund impacts, proposals and options, the cost to add or cut options, and the Administrator's Recommendations for adjustments to reach a balanced operations budget.

Like all budgets, these recommendations are intended to best limit expenditures and project revenues in efforts to meet the board desires on services and allocations of funds.

Intended Timeline:

- 7 September 2021 – Administrator's Recommended Adjustments delivered to Finance and Personnel
- 17 September 2012 – Finance and Personnel Recommends Resolution to the County Board to Adopt 2022 Budget
- 18 September 2021 – Department and Fund adjustment begin finalization based on F+P recommendations
- 27 September 2021 – Publishing Budget
- 26 October 2021 – County Board Consideration and Adoption

Richland County Committee

Agenda Item Cover

Attachments and References:

| | |
|---|--|
| 2022 Budget Gap Tracking and Options Development 02 Sep 2021 | |
| | |

Financial Review:

(please check one)

| | | | |
|--------------------------|----------------------|-----------------------|--|
| <input type="checkbox"/> | In adopted budget | Fund Number | |
| <input type="checkbox"/> | Apportionment needed | Requested Fund Number | |
| <input type="checkbox"/> | Other funding Source | | |
| <input type="checkbox"/> | No financial impact | | |

(summary of current and future impacts)

Sets expenditure limits and revenue projections for 2022.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

2022 Budget Adjustments

2022 Budget Gap Tracking and Adjustment Recommendations: (02 Sep 2021)

Summary and Preliminary Gap:

This document is intended to track any existing gap between submitted preliminary budgets and arriving at a balanced budget to present to the Richland County Board. This tracking documents is intended for the use of the Administrator, Finance and Personnel and Board Supervisors to be able to view the proposed reductions, additions and amendments to services with projected costs in efforts to prioritize 2022 services and allocate 2022 funds. Significant items built into the Preliminary Budget under direction of the Administrator, and/or Finance and Personnel are listed below.

Specified Budget Guidance (These Items were built into the Preliminary)

| # | Department | Item / Add-in / Amendment: | Impacts: | Additional Gap | Fill Option |
|---|---------------------------|--|---|----------------|-------------|
| A | DA | Added position | Mandated Marcy's Law | \$ 70,000.00 | |
| B | Zoning | Displacement from land grant | Reduced use of Land Information Grant by \$55,000 from 2021 budget to better align with grant intentions | \$55,000 | |
| C | Zoning | Overinflated Revenues in 2021 due to 2021 GL// input error | Additional \$130,000 was allocated from in revenues, which appeared to be an accounting error in 2021 budget. | \$ 130,000.00 | |
| D | Health and Human Services | Guidance in increase chapter 50 and 51 placements | Historically we have not budgeted to meet needs, this amount takes us to estimated trend | \$ 490,381.00 | |
| E | Land Conservation | Include 2nd Land Technician | Was not added back into 2021 GL // error | \$ 45,000.00 | |
| F | Administration | Included Wage increases and 7% Ins increase | Estimated increases to general employees of \$294,093.28 with absorptions into the HHS of \$73,800. | \$ 220,293.00 | |

Adjust

Existing Gap With Proposed Add-ins and Fills

| Richland County | Preliminary Budget Gap | Based on submitted preliminary numbers | Preliminary Gap |
|-----------------|------------------------|--|-----------------|
| | | | \$ 464,215.73 |

\$ 464,215.73

Department and Fund Impacts, Proposals and Options:

| # | Department | Add-in / Take-out/Amendment: | Impacts: | Additional Gap | Fill Option |
|-----|-------------------------|---|---|----------------|---------------|
| 1.1 | Health & Human Services | Implement New Drug Court Program | HHS will operate without the program unless added in | \$ 15,000.00 | |
| 1.2 | Health & Human Services | Expanded Psychiatric (Recommend defer to 2023) \$60,000 | Add 4 hours additional Psychiatric help per week | | |
| 1.3 | Health & Human Services | Decrease preliminary placement funds (\$200,000) | Incremental increase to reach the trending Placement Costs. May result in underfunding and rely on operational overages to cover. The overall increase in the funds will be \$290,381.00. | | \$ 200,000.00 |
| 2.1 | County Clerk | Restore Deputy to 40 hours/week | Reduction of Deputy to 30 hours impacts | \$ 11,782.56 | |
| 2.2 | County Clerk | Restore Operation Funds for Training | Clerk Kalish will be attending at own expense | \$ 900.00 | |
| 2.3 | County Clerk | Restore Office Supplies | May struggle on production and advertising | \$ 1,300.00 | |
| 2.4 | County Clerk | Take out Codification and/or Digitization | Codification of Ordinances (currently in budget) utilize ARP funds. | | \$ 10,870.00 |
| 3.1 | Highway | Restore Highway Clerk to 35 hours (Reduced by Resolution to displace funds for Assistant to the Administrator | Concerns on administrative support and overtime with a clerical position reduced to 20 hours (\$15,780) absorbed by revenues | | |
| 3.2 | Highway | Levy Reduction to cover Resolution to reduce the Highway Clerk | Additional reduction on road or equipment maintenance from levy | | \$ 15,780.00 |
| 4.1 | Child Support | Built in increase with anticipation of Reclassification | Positon was evaluated at the same grade. Recommendation resulted in no increase. | | \$ 4,200.00 |

Action List:

Recommended Adjustment

| | |
|-----------------|--|
| | |
| | |
| \$ (200,000.00) | |
| | |
| \$ 11,782.56 | |
| \$ 900.00 | |
| \$ 1,300.00 | |
| \$ (10,870.00) | |
| | |
| | |
| \$ (4,200.00) | |

2022 Budget Adjustments

| | | | | | | |
|------|----------------------------|--|---|--------------|--------------|---------------|
| 5.1 | Circuit Court | Reduce operations as to meet the 0% guidance | Preliminary budget is submitted with overage | | \$ 5,922.02 | |
| 5.2 | Circuit Court | Increase projected revenue | Potential for increased revenues to cover expenditures | | \$ 5,922.02 | \$ (5,922.02) |
| 6.1 | Coroner | Reduce to 2021 levy expenditure limit. | Requesting additional \$6,000 in contracted expenses due to need for more medical examinations | | \$6,000 | |
| 7.1 | Sheriff's Office | Reduction in operations to meet 0% guidance | May require additional position cuts and overtime impacts | | \$ 22,934.00 | |
| 7.1 | Sheriff's Office | Add back in Jailer/Dispatcher | Reduced jailer/dispatcher places the department back into a challenging position of maintaining staff requirements and impacts on overtime | \$65,083.00 | | \$ 65,083.00 |
| 7.1 | Sheriff's Office | Add back in Patrol Deputy | Reduced patrol deputy leads to impacts in overtime or reduced patrol coverages | 78,625.00 | | \$ 78,625.00 |
| 7.1 | Sheriff's Office | New Hires not utilizing Health Insurance | | | \$ 8,000.00 | \$ (8,000.00) |
| 8.1 | Family Court Commissioner | None | | | | |
| 9.1 | Property Lister | Reinstate from 35 hours to 40 hours | | \$ 6,306.80 | | \$ 6,306.80 |
| 9.2 | Property Lister | Increased fees for software expenses | | \$ 686.00 | | \$ 686.00 |
| 10.1 | District Attorney's Office | Eliminate Proposed Added Position | Reduces ability to keep up with increased victim witness requirements which carry legal liabilities against the county if new constitutional amendments are violated. | | \$ 74,000.00 | |
| 10.2 | District Attorney's Office | Increase to Assistant DA | Reclassification of position to lead. Figure reimbursement rate which would be less. Estimate at \$2,000 | | \$ 2,000.00 | |
| 11.1 | Land Conservation | Well Study (Fund 66) | Go without the well study | | \$ 5,000.00 | \$ (5,000.00) |
| 11.2 | Land Conservation | Wild Parsnip | Parsnip Control | \$ 500.00 | | |
| 11.3 | Land Conservation | Accelerate Timber Sales | Potential accelerated cut/pulp (\$19,000) seen as an Ash creek fund (Divert to Parks) | | \$ 15,000.00 | |
| 12.1 | MIS | | Reclassification of MIS Assistant Position | \$ 5,560.00 | | \$ 5,560.00 |
| 12.2 | MIS | | IPad Purchases | \$ 5,896.00 | | |
| 12.3 | MIS | | Casual P/T support to assist with meetings etc. Casual/Temp @ \$13.00/hr. @ hours 17 per month | \$ 3,000.00 | | \$ 3,000.00 |
| 12.4 | MIS | | On-call rate of \$1.25 per hour when designated to an hourly employee by the director. Estimating 352 annually | \$440 | | \$ 440.00 |
| 12.5 | MIS | | (Permanent Position) Radio/Tower and 911 Coordinator | \$ 72,000.00 | | |
| 13.1 | Register in Probate | No requests | | | | |
| 14.1 | Register of Deeds | Impose a reduction in 5 hours from Deputy | Reduction to make the 0% level | | \$ 5,873.79 | |

2022 Budget Adjustments

| | | | | | | |
|------|--|---|---|--------------|---------------|--------------|
| 15.1 | Treasurer's Office | Reinstatement of Deputy from 35 to 40 hrs. | Reduction impacts services in conjunction with incoming replacement | | \$ 5,873.79 | |
| 15.2 | Treasurer's Office | Reduction in postage | | | \$ 100.00 | |
| 15.3 | Treasurer's Office | Reduction in advertising | | | \$ 200.00 | |
| 16.1 | Veteran's Services | No request | | | | |
| 17.1 | Zoning | Utilize Land Grant against more wages | Reduced \$55,000 use in Land Information Grant from 2021 re-utilizing this grant becomes questionable in context or meeting grant criteria | | \$ 55,000.00 | |
| 18.1 | Courthouse Maintenance | No request | | | | |
| 19.1 | Administrator | Assistant to the Administrator | Adds back administrative support | \$ 74,124.46 | | \$ 74,124.46 |
| 19.2 | Administrator | Reduce Preliminary Training Expenses | Limits Training and Networking Opportunities | | \$ 2,024.00 | |
| 19.3 | Administrator | Transition back to Administrative Coordinator | Designate the County Clerk with an administrative coordinator title and supplement with admin assistant = \$110,611.35 - \$74,124.46 = \$36,486.89 net | | \$ 110,611.35 | |
| 20.1 | Tri-County Airport | Added Operations Expenses - As per action on August 3rd F+P | 2021 level is \$20,199. Requested operational expenses with increased funding apportionment of 35% operations and 30% capital projects. 2022 request = \$27,555.15 | \$7,356.15 | | \$ 7,356.15 |
| 20.2 | Tri-County Airport | Added Capital Expenses of improvements | Utilize ARP Funds for local share. | | | |
| 20.3 | Tri-County Airport | Stop funding and end partnership (\$20,199.00) | Need to notify in July for following year. Not an option for 2022. | | \$ 20,199.00 | |
| 21.1 | Ambulance Services / Emergency Management: | None | Anticipated 2022 increases as one time ARP injection will not be available in the future. | | | |
| 22.1 | Pine Valley Community Village: | Not allow increase to step 6 increases | Decrease pay increase and increase return to Fund #10. This would not be in line with the intentions of the Medicaid increases to target staffing retention and recruitment for nursing facilities. | | \$ 119,600.00 | |
| 23.1 | UW Extension Office | Reduce to bring down to 0% | Possible reduction in support staff hours | | \$ 1,496.45 | |
| 23.2 | UW Extension Office | Increase to 2021 Level of funding is a restoring of \$6,123.45 | This would restore mileage, equipment and supplies | \$ 6,123.45 | | |
| 23.3 | UW Extension Office | Reduce all levy funding for 2022 (\$185,032.12) | Displace existing revenues will have staffing impacts on support staff and partial funding for educators, and result in discontinued services to the community. | | \$ 185,032.12 | |
| 24.1 | Fair & Recycling | Mower Purchase | Allows more flexibility in performing needed cuts | \$ 3,500.00 | | |
| 24.2 | Fair & Recycling | Pay connection building staff | Other superintendents are being paid and this raises concerns of inequity. (15 people) | \$ 2,718.75 | | |
| | Fair & Recycling | Pay current species superintendent staff and helpers not currently paid | Others are being paid and this raises concerns of inequity. (17 people) | \$ 3,081.25 | | |
| 24.3 | Fair & Recycling | Increase support of 3 staff | Currently abiding a resolution salaried distribution of fair coordinator wages | \$ 25,000.00 | | |

2022 Budget Adjustments

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|------|---------------------------|--|--|--------------|--------------|----------------|
| 24.4 | Fair & Recycling | Reduce all levy funding for 2022 (\$15,000) | Displace existing revenues will likely have staffing impacts and ability to coordinate events and manage grounds. | | \$ 15,000.00 | |
| 25.1 | Parks Commission | Potential Reduction in 2021 Levy | Spend off surplus (\$43,000 balance), reduce request, <u>some of this has salary impact</u> | | \$ 10,000.00 | \$ (10,000.00) |
| 25.2 | Parks Commission | End partnership with Hidden Valleys | Per Parks Commission action | | \$ 1,367.96 | \$ (1,376.96) |
| 25.3 | Parks Commission | Reduce all levy funding for 2022, additional to proposed \$10K would equal (\$27,060.44) | Displace existing revenues will likely have staffing impacts on Land Conservation and general maintenance of parks and trails system. | | \$ 27,060.44 | |
| 26.1 | Symons Recreation Complex | No request | | | | |
| 26.2 | Symons Recreation Complex | Reduce all levy funding for 2022 (\$34,291.50) | Displace existing revenues will likely have staffing impacts. Any reductions we do would be matched by the city to equal = \$68,583 impact on Symons. Such action would require communication with the city. | | \$ 34,291.50 | |
| 27.1 | UW Food Services | No request | | | | |
| 27.2 | UW Food Services | Reduce all levy funding for 2022 (\$3,171.52) | Displace existing revenues will likely have staffing impacts. UW Food Services provides meals for meal sites. | | \$3,171.52 | |
| 28.1 | UW Campus | Restore to 2020 level | Restore budget to \$60,000 | \$ 10,000.00 | | |
| 28.2 | UW Campus | Additional \$10,000 reductions in maintenance Funding, reflecting staff and enrollment reductions. | Observing continual staff reductions and enrollment in campus operations, however are deferred maintenance issues will only increase. | | \$ 10,000.00 | \$ (10,000.00) |
| 28.3 | UW Campus | Stop maintenance apportionments. Remaining (\$40,000) to reduce all levy funding in 2022. | Discontinuing all funding would be a breach of agreement. We would have to end or amend our agreement with the UW System. This would have significant impact on our existing deferred maintenance issues. | | \$ 40,000.00 | |
| 29.1 | Economic Development | Reclassification | Economic Director Position (Share) | \$ 4,369.67 | | |
| 29.2 | Economic Development | Increase Contract Support Budget | More project completion and delivery (county Only) | \$ 15,000.00 | | |
| 29.3 | Economic Development | Reallocation of Chamber of Commerce Appropriation | Reallocation of apportionments dedicated to the Richland Center Chamber of Commerce, currently cut \$4,000 current 10.5771 account | \$ 4,000.00 | | |
| 29.4 | Economic Development | Reallocation of Hidden Valleys Fund | Currently in the Parks Budget 65.5651.0000.5324; Transfer to 5762.0000.5326 = \$1,367.96 (proposed to cut) | | | |
| 29.5 | Economic Development | Marketing and branding initiatives | County apportion; not matched. City is taking on their own. | \$ 20,000.00 | | |
| 29.6 | Economic Development | Reduce contracted services line 10.5762.0000.5970 | Currently budgeted at \$16,323.84 (we share half with City, and reduction would =1/2 levy impact) reduce \$8,000 in total | | \$4,000 | |
| 29.7 | Economic Development | Reduce all levy funding for 2022 (\$72,935.38) | This would have matching impact by the city and would discontinue the operation. We would have to end or amend our agreement with the City. | | \$72,935.38 | |

Health Insurance Renewal

| # | Department | Add-in / Take-out/Amendment: | Impacts: | Additional Gap | Fill Option |
|---|------------------|---|---|----------------|---------------|
| | Health Insurance | Renewal (Preliminary set at 7%) of current plan | Initial renewal is 16% increase for county portion of premiums. Quartz is firm on renewal rate. | \$ 258,714.72 | \$ 258,714.72 |

2022 Budget Adjustments

| | | | | | | |
|---------------------------|--|---|----|------------|----|--------------|
| Highway Absorption | Amount highway can absorb outside levy | Highway accounts for approximately \$70,101.36 of increase and is able to absorb into revenues | \$ | 70,101.36 | \$ | (70,101.36) |
| Pine Valley Absorption | Amount Pine Valley can absorb outside levy | Pine Valley accounts for approximately \$105,000 of increase and is able to absorb into revenues | \$ | 105,000.00 | \$ | (105,000.00) |
| Health and Human Services | Amount Health and Human Services can absorb outside levy | Health and Human Services have utilized all foreseeable revenues | \$ | - | | |
| Health Insurance | Plan Design Adjustment | Premium share could be adjusted. Increased costs on higher tier medications can be implemented. Both not recommended at this time. Insurance options will be investigated in 1st quarter 2022 for 2023 implementation. Challenges remain with our high MLR ratio. | | | | |

Options and Resources for Additional Fills:

| # | Department | Add-in / Take-out/Amendment: | Impacts: | Additional Gap | Fill Option | Fill (Y/N) |
|---|----------------------------|--|---|----------------|-------------|-----------------|
| | Tax Deed Sales | Incorporate tax deeds sales | Projection: Could incorporate if we also incorporate making whole, liens, and fees associated. The risk on some is seen as balancing possible revenues. | | | |
| | Sales Tax | Amendments in projected sales tax | Not recommended at this time | | | |
| | Interest Income | Amendments in projected interest | Not recommended at this time | | | |
| | Property Tax | Amendments in projected property tax | Not recommended at this time | | | |
| | Wheel Tax | Amendments in projected wheel tax | Not recommended at this time | | | |
| | Undesignated Fund Spending | General Fund Balance Applied | Estimated \$268,692 in potential cash (non-asset) in staying over the 25% ratio of budgeted expenditures | \$ | 250,000.00 | \$ (250,000.00) |
| | Contingency Fund Spending | Spend contingency Surplus | Fund balance will be utilized as a revenue. | \$ | 300,000.00 | \$ (300,000.00) |
| | American Rescue Plan | Applied American Rescue Plan to 2022 operations | Discretionary Funds that may be up to roughly 3million. Recommend allocating to one-time projects. | \$ | - | |
| | Opioid Settlement | Utilization of Opioid Settlement Funds | We will likely not have guidance in time to incorporate | | | |
| | FED Infrastructure | Utilizing FED infrastructure | We will likely not have guidance in time to incorporate | | | |
| | Pine Valley | Increase from PV Debt Service Fund (Preliminary is built with \$504,996) | The preliminary plan is built with full utilization of anticipated fund balance for 2021 | \$ | - | |
| | Pine Valley | Take from PV Contingency Fund | Spend down puts Pine Valley operations at risk if unforeseen financial problem occurs | \$ | - | |
| | Pine Valley | Take from Capital Improvement Fund | Puts Pine Valley at risk of requesting operation levy or additional borrowing for capital improvements and maintenance | \$ | - | |

2022 Budget Adjustments

Estimated Existing Gap With Proposed Adjustments

| | | |
|---------|-----------------------|--------------------|
| Totals: | \$ 1,165,283.54 | \$ 1,824,566.70 |
| | Gap+requested add-ins | Total fill options |

| |
|--------------------------|
| \$ (2,375.92) |
| Total gap w/ adjustments |

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Pine Valley compensation/Premium Pay

| | | | |
|-------------------------|--------------|-----------------------|----------------------|
| Department | Pine Valley | Presented By: | Tom Rislow |
| Date of Meeting: | 09/07/2021 | Action Needed: | Vote |
| Disclosure: | Open Session | Authority: | |
| Date submitted: | 08/31/2021 | Referred by: | Pine Valley Trustees |

Recommendation and/or action language: Recommend a motion, "to present a resolution to the County Board to allow Pine Valley to pay premium pay of \$1.00/hour for all hours worked from 01/03/2021 through 08/28/2021 to all Pine Valley employees. Employees to be eligible must be on the payroll as of 09/25/2021. The Pine Valley administrator will be excluded from receiving the premium pay. Premium pay to be paid on the pay date of 10/15/2021."

Background: Pine Valley submitted a request in May of 2021 to the county administrator for premium pay of \$268,000 under the American Rescue Plan funds. The F & PC has tentatively planned to allocate 9% (or \$300,000) of its American Rescue Plan funds for premium pay. Staffing has been increasingly challenging at Pine Valley (currently with 14 vacant positions), and it continues to operate under strict rules and regulations meant to curb the spread of Covid-19 and now the Delta Variant.

Attachments and References:

| | |
|--|--|
| | |
| | |

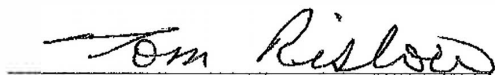
Financial Review:

(please check one)

| | | | |
|-----------|----------------------|-----------------------|--|
| | In adopted budget | Fund Number | |
| | Apportionment needed | Requested Fund Number | |
| See below | No financial impact | | |

Estimated cost of request = \$160,000; 75% of funds (or \$120,000) is proposed to come from the American Rescue Plan funds; 25% of funds (or \$40,000) is proposed to be funded through Pine Valley's operations.

Approval:



Department Head

Review:

Clinton Langreck /2 Sep 2021

Administrator, or Elected Office (if applicable)

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Pine Valley compensation/pay plan policy changes

| | | | |
|-------------------------|--------------|-----------------------|----------------------|
| Department | Pine Valley | Presented By: | Tom Rislow |
| Date of Meeting: | 09/07/2021 | Action Needed: | Vote |
| Disclosure: | Open Session | Authority: | |
| Date submitted: | 08/31/2021 | Referred by: | Pine Valley Trustees |

Recommendation and/or action language: Recommend a motion, "to present a resolution to the County Board for approval of the attached proposed changes to Pine Valley's Pay Plan"; that Plan being located within the County's Compensation Policy Document.

Background: The attached proposed changes are included in Pine Valley's 2022 budget as presented today by the County Administrator. The changes were also alluded to in the budget narrative document presented previously to this committee on 8/24/21. Because of staffing challenges which can impact Pine Valley's ability to maintain budgeted occupancy, it is requested to make these proposed changes effective the start of the pay period immediately following the September meeting of the Richland County board, or September 26, 2021.

Attachments and References:

| | |
|---|--|
| See attached 3 pages of updates to Pine Valley's pay plan | |
| | |

Financial Review:

(please check one)

| | | | |
|-----------|----------------------|-----------------------|--|
| yes | In adopted budget | Fund Number | |
| | Apportionment needed | Requested Fund Number | |
| See below | No financial impact | | |

The 'early' implementation is not in the current year's budget. The cost for the remainder of 2021 is estimated to be \$110,000. It will be funded through unbudgeted Medicaid revenues estimated to add anywhere from \$170,00 to \$230,000 of additional 2021 revenues.

Approval:



Department Head

Review:

Clinton Langreck // 02 Sep 2021

Administrator, or Elected Office (if applicable)

Continuation of APPENDIX E: WAGE SCHEDULES: specifically Pine Valley's wage schedule, page 26:

Changes *made* to Pine Valley's wage schedule AFTER Appendix E was approved:

Deleted from Grade E; Fiscal Clerk; resolution 21-81

Addition to Grade F; Billing Specialist; resolution 21-81

Addition to Grade F; Payroll & Accounts Payable Clerk; resolution 21-81

Changes *proposed* for Pine Valley's wage schedule, page 26, effective 9/26/21; resolution 21 - ___?

C.N.A. premium call-in rate to change from \$18.50 to \$19.69

LPN call-in rate to change from \$26.15 to \$28.22

RN call-in rate to change from \$34.04 to \$36.74

On-call Medication aides will receive \$2.00/hour, to be added on top of their current hourly rate.

On-call Personal Care Workers, who agree to work every other weekend, will receive \$2.00/hour, to be added on top of their current hourly rate. Would qualify for shift and weekend differential pay.

On-call Housekeepers, Laundry Workers, Food Service Worker II and Activity Aides, who agree to work every other weekend will receive \$2.00/hour, to be added on top of their current hourly rate. Would qualify for weekend differential pay.

Changes proposed to Section 4: Wage Schedules, B. Schedule Placement and Progression, Pine Valley, numbers 6-10, page 7; changes effective 9/26/21; resolution 21- __?

All Language under 6-10 will be replaced with the following new language:

1. employees with two or more years of employment as of 9-26-21, will be placed at step 6.*
2. Employees whose wages were above step 5 prior to 9-26-21 will be placed at the next step that provides an increase; except for those already at the top step.
3. Employees with less than two years of continuous employment as of 9-26-21 and new hires will be placed at step 4.*
4. After an employee passes probation, the employee will be placed at step 5. *
5. After two years from the date of hire, the employee will be placed at step 6.*

(*exception being RN managers who as new hires will start at step 6, and after passing probation will go to step 7, and after two years from the date of hire, will be placed at step 8.)

Changes *proposed* to Section 4; Wage Schedules, B. Schedule Placement and Progression, General Provisions, number 11, page 7; changes effective 9/26/21; resolution 21- __?

The language in number 11, in parentheses which states "...step 5 for Pine Valley" is to be deleted.

Changes *proposed* regarding discretion of Pine Valley's administrator; change effective 9/26/21; resolution 21- __?

Pine Valley's administrator is to have the discretion to adjust bonus pays and wage 'modifiers' with notification given to the County Administrator and Finance & Personnel Committee.