

## PERSONNEL COMMITTEE MINUTES

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COMMITTEE:	PERSONNEL/FINANCE
DATE:	SEPTEMBER 4, 2024
TIME:	9:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

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### CALL TO ORDER

Chairman Skallerud removed Dailey and Goode from the members of the Personnel and added Weber.

Lukas called the meeting to order at 9:00 a.m. and read the agenda.

### ROLL CALL

Present: Chaney, Decorah, Landru (9:25 a.m.) Lukas, Marvin, Skallerud, Weber

Absent: Gretzinger,

Others Present: Nora Matuszewski, Danielle McLaughlin, Jeff Marvin, Rob Huettl, Amanda Herman and Amber Rehberg, Jack Wied & Matt Chadwick (Cottingham & Butler)

### APPROVE AGENDA

Motion by Marvin to approve the agenda as presented, second by Chaney. All present voting (AYE). Motion carried.

### APPROVE MINUTES FROM THE AUGUST 26, 2024 PERSONNEL/FINANCE/HIGHWAY COMMITTEE MEETING

Motion by Skallerud to approve the August 26, 2024 Personnel/Finance/Highway minutes, second by Chaney. All present voting (AYE). Motion carried.

### PUBLIC COMMENT

None

### DISCUSSION WITH COTTINGHAM AND BUTLER ON HEALTH INSURANCE OPTIONS FOR 2025

Jack and Matt discussed ways to reduce healthcare costs for the County. Costs for insurance across all insurance companies are seeing a 7-9% increase for 2025. The options they discussed were:

- 1) Cutting the plan design – not desirable
- 2) Reduce or redirect the number of employees on the plan. The thought was from them that the people taking advantage of the payment in lieu of insurance are probably one's that would not take the insurance anyway.
- 3) Opt-out plan based on tenure
- 4) Family Advantage Plan – Employees who could have coverage under a spouse's plan, the County could incentivize by giving them a 0% deductible with this option. If they take their spouse's insurance the County would pay their deductible from the insurance and their out-of-pocket would be zero.
- 5) If a spouse on the policy now has insurance the County could require the spouse to take the plan offered by their employer.

- 6) If a spouse has coverage or can get coverage the County could charge them a higher premium than other employees (\$200-\$300) more a month to have them on the plan.
- 7) Increasing the co-pay for the employee

The committee told Jack and Matt that no decision would be made at this meeting as to whether they use them as an agent, because this is just informational, but, that it would be added to the next agenda for a decision.

#### CLOSED SESSION

The committee may consider a motion to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction responsibility, and Sec. 19.85(1)(f) Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved,” this closed session relates to:

- Staffing & Budget 2025

Motion by Skallerud to convene to closed session, second by Marvin. All present voting: Chaney (AYE) Decorah (AYE), Landru (AYE), Lukas (AYE), Marvin (AYE), Skallerud (AYE), Weber (AYE). Motion carried.

#### RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion by Skallerud to reconvene to open session to take action, if appropriate, on matters discussed in closed session, second by Landru. All present voting (AYE). Motion carried.  
No Action

#### DISCUSSION/ACTION WITH DEPARTMENT HEADS ON 2025 BUDGETS – SHERIFF & JAIL, UW-EXTENSION, VETERANS

- 1) Sheriff Budget was discussed and the committee asked how many people they were down in the Jail/Dispatch.
- 2) Jail/Dispatch is down full-time employees, so the full-time staff is using overtime to cover the shortage as they are not in the Jail anymore. They are down 2-females in the Jail and one in Dispatch. They need a new fingerprint machine and also a water softener. The water softener cost is considerably higher than expected but, part of the cost can be covered by remaining funds from the squad purchased. The committee asked about the need for a maintenance employee in the Law Enforcement Center. The Sheriff told the committee that they need one for two (2), eight (8) hours days. The committee told the Sheriff to get a job description created and to fund the position he would need to divert budgeted money from the part-time Jail employees that already exists, no new money would be used for the position. The new job description will have to go through Sheriff & Justice and then to Personnel and Finance before County Board approval and the position will be for 2025. The medical contract is being renegotiated with another company right now which could result in a lower cost. There was discussion about not filling comp-time shifts because there is a lot being paid out at the end of the year.
- 3) UW-Extension – Rehberg explained her budget and she told the committee she is really waiting to see what the County does with the budget shortfall and whether it will affect (cut) her department going forward, which is why she has not filled the position in her

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office. She asked about the Community Coalition and the \$1,000 membership. Right now, it has been removed from her budget because she was not sure why it was there. She will add it back in if it is not covered somewhere else in the County budget.

### DISCUSSION/ACTION ON JAIL FINGERPRINT MACHINE AND COSTS FOR 2024

The current machine is getting outdated and they could possibly get a grant for a new one in 2026. It will cost \$3,000 to \$4,000 for it next year.

### DISCUSSION ON 2025 BUDGET

The committee asked for the Clerk of Courts, Highway and Forestry to be in attendance for the budget discussion at the next meeting. They discussed the budget shortfalls and addressing them sooner than the end of the year. It was explained a lot of money is spent at the end of the year and a lot of the pay-outs to employees is at the end of the year, making it hard to gauge when these budgets are getting over budget. It was asked about a policy and the Clerk told the committee the County has a policy and the department should be bringing their detail transactions of revenues/expenditures to their committees every month. It is up to the committee chair to set the agenda to make sure they are looking at the amount of spending. There are several departments that do not have a home committee but, these can be brought to Finance to make sure all departments are covered. Danielle will work on a spreadsheet to show the revenues/expenses spent in the departments for the committee, monthly or quarterly.

### FUTURE AGENDA ITEMS

- 2025 Budget
- Treasurer – Investment Report
- Health Insurance -Broker decision
- Tower Attorney
- Maps
- Labor Day Event – Paying for coverage
- Next meetings set for September 17<sup>th</sup> (9:00 a.m.), September 25<sup>th</sup> (9:00 a.m.) and October 7<sup>th</sup> (9:00 a.m.)

### ADJOURNMENT

Motion by Skallerud to adjourn, second by Landru. All present voting (AYE). Motion carried. Meeting adjourned at 1:07 p.m.