

PERSONNEL COMMITTEE MINUTES

COMMITTEE:	PERSONNEL/FINANCE
DATE:	OCTOBER 2, 2024
TIME:	9:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

CALL TO ORDER

Lukas called the meeting to order at 9:07 a.m. and read the agenda.

ROLL CALL

Present: Chaney, Dailey, Decorah, Goode, Gretzinger, Lukas, Marvin, Skallerud, Weber

Absent: Landru

Others Present: Nora Matuszewski, Danielle McLaughlin, Tracy Ferraro, Jeff Marvin, Rob Huettl, Amanda Herman (Teams) and Amber Rehberg (Teams), Jack Wied, Matt Chadwick, Jennifer Dorn (Cottingham & Butler), Mark Chrisman, Jamie Zarda, Travis Wollenberg, Kristin Bauknecht, Tom Robinson, Darrel Wilson Jr., Ryan Wilson, Mikayla Crum, Chad Mullis, Rich Nagai, Jim Jezeski, Annie Krawze, Christy Doane, Michael Short, Stephanie Montgomery, Connor Johnson, others not signed in

APPROVE AGENDA

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

APPROVE MINUTES FROM THE SEPTEMBER 25, 2024 PERSONNEL/FINANCE COMMITTEE MEETING

Sheriff Marvin explained that he had a problem with the minutes and the motion to have the Dispatch Center moved under the Emergency Management Director. He explained that he was under the impression it was only for the Towers and the grant, that it was not discussed with he and Walrath about the way the motion was made. The Clerk explained that was the motion that was made; the motion was made for the Dispatch Center before he came in to talk to the committee. He asked for the motion to be rescinded.

Motion by Weber to rescind the motion from the September 25, 2024 meeting, to put the Emergency Government Director in charge of the Dispatch Center, second by Goode. All present voting (AYE). Motion carried to rescind the motion from the previous meeting.

Motion by Skallerud to approve the amended minutes, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION WITH COTTINGHAM AND BUTLER ON HEALTH INSURANCE OPTIONS FOR 2025

Jack, Matt and Jennifer were present to discuss the Health Insurance concerns and possible solutions.

They explained the costs of insurance are rising a lot because of prescription costs, inflation, Government programs and Group Health insurance costs. Northern Wisconsin is a risky demographic, with not much for competition. Forest County has several employees and spouses that are over the age of 65 on the plan; they should be educated to get off the plan. The renewal

for the current plan came in at 13.5% increase from the previous year because mostly of the loss ratio, which is running about 85%. They are wondering if Forest County was profitable in previous years, but, that information has not been made available to the committee. The HRA reimbursement can go as high as 40% but, can be safely budgeted at 30%. The Clerk explained the previous agent had told the County to budget for 40% but, when looking at the expended amounts, the Clerk budgeted for 35% but, can reduce that cost to 30% to see what the cost savings would be.

It was suggested that the committee think about removing the HSA payment to employees and move that cost from that to the HRA. Cottingham thought the cost savings to the County to be around \$80,000. The Clerk will look into those numbers for the committee at the next meeting. The County could work on a tenure based opt-out plan that would be based on the date of hire. The County could also charge an employee with a working spouse (working spouse provision) a higher premium for putting their spouse on the; suggested \$200 additional a month.

They could go out to market as well to see if there could be a cheaper carrier.

The County could go to an HMO plan. The employees at the meeting were asked what they would prefer and several commented an interest in lower out-of-pocket costs.

There was discussion about different options and across the board costs leveling out for everyone. There was a question about changing anything with employee health care costs for the union and whether it is something that needs to be discussed to change.

There were other suggestions, such as looking at plan design change, ramping up the Payment in Lieu of coverage and transfer – price, cost share with a 2-tier or 4-tier plan. The goal is to remain flat with the cost of the insurance. With only two to three weeks left in the process it will be hard to get new market price but, it can be Plan B.

Motion by Marvin to approve going to market, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON APPROVING A POSITION COMBINATION IN SOCIAL SERVICES, CREATING A NEW POSITION; POSSIBLE APPROVAL AND FORWARDING TO FULL COUNTY BOARD IN RESOLUTION FORM

The Social Services Director was present (Ferraro) to explain the new position. The CST position will be eliminated for next year and a new position will combine the DSS Aide with the Protective Case Manager, which the County has to have.

Motion by Goode to approve the position and move it to full County Board for approval, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON FORWARDING TO CARLSON DETTMAN – PROTECTIVE SERVICE CASE MANAGER AND FOSTER CARE COORDINATOR FOR WAGE CATEGORY

Motion by Skallerud to approve sending the position to Carlson Dettmann for proper wage scale classification, second by Dailey. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON APPROVING M. GROGG CLASS POSITION CHANGE TO AN ADMINISTRATIVE ASSISTANT II FOR 2025, SET WAGE AND WEEKLY HOURS

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Ferraro explained that with the Human Service Center change there is a need to update M. Grogg to Administrative Assistant II because she will no longer be a dual position working under the Social Services and the Aging. There will be extra programs she will have to be involved in and with the Fiscal being eliminated she will have some new duties. She would like her to be moved to the Administrative Assistant II in the 2025 budget.

Motion by Goode to approve M. Grogg to the Administrative Assistant II position for the 2025 budget, wage already set per the wage study, second by Dailey. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON REQUEST FROM REGISTER OF DEEDS FOR ROLLTOP DESK IN ENTRYWAY FOR HER OFFICE

No action

DISCUSSION/ACTION ON THE PURCHASE OF THE TIME CLOCK FOR THE ADRC AND FUNDING OPTIONS

The Clerk explained the time clock was purchased out of the County Clerk budget so, the committee asked the Clerk to keep the costs there.

DISCUSSION/ACTION ON APPROVING CONSULT FEES NOT TO EXCEED \$7,200 WITH PATRICK CORK COUNSELING & CONSULTING LLC TO ASSIST IN DESIGNING THE CRISIS PROGRAM AND SUPPORTING THE EFFORT TOWARDS DHS 34 CERTIFICATION

Skallerud explained what is happening with the Human Services in 2025, when Forest County starts running the programs it can. He explained all services have to be provided so, there will be a lot of subcontracting with Oneida County for the first year until the County can figure out what the actual financial impact will be. For 2025 there are licensing areas the County needs to get certification in. Right now, all mental health screenings are done over the phone through the HSC, which is one of the reasons the Counties were so upset with the Human Service Center. The base funding for 2025 is set at 21.88% for Forest County. The net asset funding for the Mental Health is set at \$5,85.76, \$7,410 and \$69,650 and with it, Forest County can now provide the training and screening. They are working on getting a variance and Patrick Cork will help with all the licensing/training and assist in setting up the program.

Motion by Weber to approve the consult fees with Patrick Cork not to exceed \$7,200 from LATCF funding, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION/ACTION FUNDING DHS-34 CRISIS TRAINING

The DHS-34 Crisis Training; Mental Health crisis screening needs to cover staff and training in this fiscal year. The training is self-paced around 34.50 hours, which can be all done online; with part of it consisting of three, seven-hour courses. How many screeners does the County need? State statute dictates eight hours a day of mental health face to face contact with people. This has to be in place by January 1, 2025. This could be taken from the Social Services reserves, which can be replenished when the payment from the dissolution of the HSC is finalized. A reserve account needs to be created to save money for future costs for the County to fund programs.

Motion by Chaney to fund the DHS-34 crisis training, second by Weber. All present voting (AYE). Motion carried.

UPDATE: SALES TAX

The new monthly sales tax update was presented to the committee.

PUBLIC COMMENT ON AGENDA ITEMS

Skallerud explained to the public that public comment it is not the legal forum for asking questions of the committee, it is for comments, the committee does not traditionally answer questions, but, in light of transparency he indicated they would answer questions from public. Several questions were asked of the committee:

If there is a budget deficit why was there a Finance Administrator position created?

Skallerud responded to the question by explaining there was a Fiscal position in the Social Services that was not replaced. There was so much overturn in the position because of not finding a qualified candidate and with the HSC dissolution a qualified candidate was needed.

The position was put under the Clerk's department because the position was being overseen by two departments; with this make-up the position would be able to benefit the whole County. The position replaces the fiscal in Social Services/Aging.

Why are the timing of the meeting during the day?

Skallerud explained that the budget meetings are always held during the day because of the need to talk to department heads and agencies such as Cottingham & Butler who work during the day. The meetings last over four hours, making it difficult to be at night.

Is the County cutting officers?

Skallerud explained the committee has no intention of cutting officers and does not know where that came from, in fact he was at a meeting of the WCA and with the Supplemental Shared Revenue, the County has to make sure to continue current level of services to keep the funding.

The committee took break for several minutes.

DISCUSSION/ACTION ON THE 2025 BUDGET

The committee started going through the 2025 Budget worksheets, starting with the General Fund.

There was a question of the Forestry Administrator about selling Forestry lands. Wollenberg explained the process of timber cutting and the loan the County has for the purchased lands.

It was explained that Finance wanted all departments to cut budgets by 13%.

Social Services will take \$300,000 from the department reserve fund for 2025, which will be replaced when the HSC dissolution takes place.

Child Support reduced costs in, Service of process to \$2,100, IRS Background check to \$100, Office Supplies to \$2,900, and postage to \$2,100.

The revenues for the Clerk of Courts were increased/decreased based on previous years, Clerk of Courts/St Reimbursement will be increased to \$43,800, Fines, fees and forfeits reduced to

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\$154,000, Jail Assessment Fees raised to \$80,000. Expenses for Expert Witness fees were increased to \$25,000.

County Board Office Supplies, printing was reduced to \$2,000.

County Clerk fees were increased to \$1,400. Expenses were reduced in: Budget Coordinator reduced to \$2,500 plus fringes, Travel reduced to \$800, Miscellaneous reduced to \$250 and Dog related fees increased to \$330.

The Medical Examiner contract went up from \$46,305 from 2024 to \$47,694 for 2025.

The Fair Committee will go to the Building/Property committee and will set up a fairgrounds policy for usage.

Motion by Weber to not fund the Fair going forward; to cut the Fair budget out, second by Decorah. All present voting (AYE). Motion carried.

Treasurer decreased Office Supplies to \$4,000.

The District Attorney Discovery Fees were increased to \$7,000.

The Economic Development will be cut by \$5,000.

The Emergency Management budget will reduce fire number corrections by \$500.

The Family Court Commissioner sent an email requesting an increase to her current subcontracted services to \$100 per hour, this would raise her budgeted amount to \$25,200.

Indigent Counsel was discussed because the wage for the attorneys has increased from \$10,000 to \$15,000. It was explained by an employee that they bill the people for these fees and it was asked why would the revenues not be increased as well. Penny Carter increased the revenues from \$8,000 to \$11,000.

The IT contract will increase in 2025 for the ADRC costs associated with five employees and the rate for contracted services will be negotiated for an increase as well. The budgeted contract services for 2025 will be \$72,540.

Insurance Recoveries was increased to \$110,000 based on past recoveries.

The Jail increased revenues for Miscellaneous to \$4,000 and Electronic Monitoring to \$20,000.

Expenses for Office Supplies reduced to \$3,000, Janitorial Supplies reduced to \$12,000, Equipment reduced to \$3,000, Electronic Monitoring decreased to \$7,500, Maintenance Contracts reduced to \$9,640 and Outlay reduced to \$15,945.

The Judge employees were brought up, the positions were set at 40 hours in 2024. They will be reduced back to 35 hours for 2025 because of the referendum not passing.

The next meeting will pick up with the Land Conservation department.

FUTURE AGENDA ITEMS

- 2025 Budget
- Health Insurance discussion/decision
- Next meetings set for October 11th at 8:00 a.m.

ADJOURNMENT

Motion by Skallerud to adjourn, second by Chaney. All present voting (AYE). Motion carried.

Meeting adjourned at 1:59 p.m.