

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, October 3, 2013

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: Claud Thompson
Joel Rasmussen
Pat Brennand
Bill Roh

EXCUSED: David Albrecht

ALSO PRESENT: Mark Harris, County Executive
Chuck Orenstein, Finance Director
Michael Collard, Director of Human Resources
Ron Montgomery, Human Resources Specialist
Ernie Winters, Highway Commissioner
John Matz, Sheriff
Todd Christopherson, Chief Deputy Sheriff
Peter Moll, Airport Director
Mike Elder, Director of Facilities & Property Mgmt.
Mary Scoon, AFSCME Staff Representative

1. Pat Brennand called the meeting to order at 8:00 a.m.
2. Pat Brennand moved to approve the minutes of the March 7, 2013, with one correction. The motion to disallow the claims of Kreilkamp Tucking and Peter Long was seconded by Bill Roh, not Joel Rasmussen. Seconded by Bill Roh. Carried 4-0.
3. **Budget Transfer – Airport, \$31,000.** The transfer covers the cost of a new boiler. Of the three boilers heating the airport terminal, one has significant defects and was decertified by the state. Repairs are estimated to cost more than the new boiler. Mike Elder said it is more cost effective to replace the boiler now and investigate if a second boiler which is already starting to leak should be replaced next year. Claud Thompson said that if additional boilers are needed the cost should be budgeted in the 2014. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 4-0.
4. **Budget Transfer – Sheriff’s Office, \$10,000.** Sheriff John Matz requested acceptance of a Homeland Security Grant to purchase GPS units, armor and a thermal imager for the SWAT team. Bill Roh moved for approval, seconded by Claud Thompson. Carried 4-0.
5. **Resolution: Adopt revisions to the 2014 Winnebago County Administrative Salary Schedule.** Mike Collard presented a proposed revision to the administrative pay plan, which includes a 1.75 percent across-the-board wage increase effective Jan. 1, 2014. It also includes a 1.5 percent wage increase for salaried employees who have not reached their control point, and for hourly employees below the mid-point of their pay range. Bill Roh moved for approval, seconded by Claud Thompson. Carried 4-0.
6. **Update on the 2014 employee health insurance renewals.** Mike Collard said that the county has selected Network Health Insurance as its carrier for 2014. The 2014 health plan has some positive changes with regard to lower co-pays on some prescription drugs and the ability to bill Employee Benefits Corporation directly for employee health reimbursement costs. A revised Network Plan 3 will

offer more flexibility in selecting providers outside the plan and will allow employees access to the health reimbursement account. Pat Brennan said that the county should issue a request for proposals for insurance broker services.

7. **Discussion on the employee policy manual.** Mike Collard distributed several proposed policy revisions to the employee manual. Collard said he will continue making proposed revisions and sending them to committee members and department heads by email for feedback. These draft policies apply to all county employees, other than those in the law enforcement bargaining unit. The committee will consider adopting the revisions at its next meeting.
8. Joel Rasmussen moved to disallow the claims of Kreilkamp Trucking, Inc. claim 130630, seconded by Bill Roh. Carried 4-0.
9. The next scheduled meeting of the Personnel & Finance Committee will be determined.
10. Joel Rasmussen moved to adjourn the meeting at 9:45 a.m., seconded by Bill Roh. Carried 4-0.

Submitted by,
Joan Lowe