



PORTAGE COUNTY

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

MEETING MINUTES

JOINT MEETING OF HUMAN RESOURCES AND FINANCE COMMITTEES

Thursday, April 22, 2021

3:15 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 969 893 999, then press #

To attend this meeting by video: Click [here](#) to join the meeting

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to human.resources@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

The Joint Meeting of the Human Resources and Finance Committees was called to order at 03:17 PM.

Human Resources Committee:

Members Present: Vinnie Miresse, Meleesa Johnson, Larry Raikowski, Matt Jacowski, Gerry Zastrow

Members Excused: none

Members Absent: none

The Finance Committee:

Members Present: Jeanne Dodge, Dennis Raabe, Larry Raikowski, Dave Ladick (arrived 3:50)

Members Excused: Julie Morrow

Members Absent: none

Staff Attending: L. Belanger Tess, J. Jossie, S. Wenzler, T. Heyman

Others Attending: N. Check, M. McDonald, C. Piotrowski, Ron (Guest), R. Rose, L. Roth, C. Wisinski, C. Holman, R. Przybelski, Pam (Guest), A. Hawker

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

1. Discussion/Possible Action Re: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

No Request for Special Meetings

No Special Meetings Attendance to approve

No Special Meetings Reports

2. Discussion and Possible Action re: Vacation Schedule and Policy Revision

A motion was made for the Human Resources Committee by L. Raikowski, seconded by M. Johnson, to reconsider the action

approved by the Human Resources Committee, at the March 3, 2021 Joint Meeting, regarding the vacation policy update. All ayes, motion approved.

A motion was made for the Human Resources Committee by M. Jacowski, seconded by V. Miresse, to move employees to a January 1st accrual, effective July 1, 2021, with implementation of current vacation owed to employees distributed over 3 banks with maximum hours of 80/80/40 to equal 200 hours, with any vacation over 200 hours to be paid out. Discussion was held by the two Committees. Supervisor Ladick joined the meeting during the discussion. The motion was withdrawn by M. Jacowski, the second was withdrawn by V. Miresse.

A motion was made for the Human Resources Committee by M. Jacowski, seconded by V. Miresse, to move employees to a January 1st accrual, effective July 1, 2021, with implementation of current vacation owed to employees distributed over 3 banks of 80 hours maximum each, with final bank to be used by 2026, with any vacation over 240 hours to be paid out in 2021. All ayes, motion approved.

A motion was made for the Finance Committee by L. Raikowski, seconded by D. Raabe, to move employees to a January 1st accrual, effective July 1, 2021, with implementation of current vacation owed to employees distributed over 3 banks of 80 hours maximum each, with final bank to be used by 2026, with any vacation over 240 hours to be paid out in 2021. All ayes, motion approved.

A motion was made for the Human Resources Committee by M. Jacowski, seconded by V. Miresse, to move the Psychiatrist vacation schedule to a January 1 accrual date. All ayes, motion approved.

A motion was made for the Finance Committee by D. Raabe, seconded by D. Ladick, to move the Psychiatrist vacation schedule to a January 1 accrual date. All ayes, motion approved.

A motion was made for the Human Resources Committee by V. Miresse, seconded by L. Raikowski, not to reopen Deputies contract just to bargain vacation schedule but instead to negotiate in the next round of bargaining. 4 ayes, 1 nay, motion approved.

A motion was made for the Finance Committee by D. Raabe, seconded by D. Ladick, not to reopen Deputies contract just to bargain vacation schedule but instead to negotiate in the next round of bargaining. All ayes, motion approved.

A motion was made for the Human Resources Committee by M. Jacowski, seconded by G. Zastrow, to amend the vacation benefit schedule previously approved at the March 3, 2021 Joint meeting to add 27 days/216 hours at 20 years of service for a final vacation schedule of: 10 days/80 hours of vacation at date of hire, 11 days/88 hours of vacation at 1 year of service, 12 days/96 hours of vacation at 2 years of service, 13 days/104 hours of vacation at 3 years of service, 16 days/128 hours of vacation at 6 years of service, 20 days/160 hours of vacation at 10 years of service, 25 days/200 hours of vacation at 15 years of service, 27 days/216 hours of vacation at 20 years of service, and 30 days/240 hours of vacation at 29 years of service; maintain the current psychiatrist vacation schedule as approved by County Board on July 19, 2019; grandfather Department Heads with 5 or less years of service in 2021 at 120 hours of vacation until 6 years of service; and approve placing the Highway Department on the General Holiday Schedule to offset 1 day less vacation on the proposed vacation schedule at 29 years of service or more. All ayes, motion passes.

A motion was made for the Finance Committee by D. Ladick, seconded by D. Raabe, to amend the vacation benefit schedule previously approved at the March 3, 2021 Joint meeting to add 27 days/216 hours at 20 years of service for a final vacation schedule of: 10 days/80 hours of vacation at date of hire, 11 days/88 hours of vacation at 1 year of service, 12 days/96 hours of vacation at 2 years of service, 13 days/104 hours of vacation at 3 years of service, 16 days/128 hours of vacation at 6 years of service, 20 days/160 hours of vacation at 10 years of service, 25 days/200 hours of vacation at 15 years of service, 27 days/216 hours of vacation at 20 years of service, and 30 days/240 hours of vacation at 29 years of service; maintain the current psychiatrist vacation schedule as approved by County Board on July 19, 2019; grandfather Department Heads with 5 or less years of service in 2021 at 120 hours of vacation until 6 years of service; and approve placing the Highway Department on the General Holiday Schedule to offset 1 day less vacation on the proposed vacation schedule at 29 years of service or more. All ayes, motion passes.

Discussion was held in regards to Human Resources ordinance revisions. The Committees provided feedback on allowing negotiation of vacation for new hires but was not interested in negotiating for current employees, agreed with concept of changing current policy to allow employees on unpaid leave covered under Family Medical Leave Act to continue to accrue vacation, holiday, and sick benefits, did not have any question on changing carryover vacation to 80 hour cap for all employees, have employees who terminate employment earn vacation benefit based on the number of months worked in the year, and agreed with concept that if an employee used more vacation than earned upon termination they would be required to payback any used and earned vacation.

NEXT MEETING DATE

Next Joint Meeting of the Human Resources and Finance Committees will be on Tuesday, May 4, 2021 at 5:30 pm

ADJOURNMENT

The meeting was adjourned at 5:00 pm by the call of the Chair.

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.