

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, July 21, 2021
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Susan Pruessing called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Susan Pruessing; Vice-Chair Rick Stacey; and Supervisors Kathy Ingersoll, Kenneth Monroe and Ryan Simons. A quorum was declared.

Others in Attendance:

County Staff: County Administrator Mark W. Luberda; Human Resources Director Kate Bishop; Benefits Manager Lisa Henke; Director of Health and Human Services Carlo Nevicosi; Director- Public Works Richard Hough; Corporation Council and Director-Land Use and Resource Management Michael Cotter; and County Clerk Kimberly Bushey

Members of the Public: Nicole Dahl from M3 Insurance

On motion by Vice-Chair Stacey, second by Supervisor Ingersoll, the agenda was approved with no withdrawals.

On motion by Supervisor Monroe, second by Vice-Chair Stacey, the July 13, 2021 Special Joint Lakeland Health Care Center Board of Trustees and Human Resources Committee meeting minutes were approved.

Public Comment – There was none.

New Business

7a) Resolution No. **-08/21 Authorizing the Reclassification of a Finance Supervisor Position to a Senior Accountant Position in the Finance Department

Director of Human Resources Kate Bishop explained, the current finance manager will be retiring in January of 2022 and as part of succession planning, the current finance supervisor Matt Rauch, will be promoted to the finance manager position. A request is being made to re-class the finance supervisor position down to a senior accountant which will result in a cost savings of \$11,459. Early recruitment is also being requested to begin right away, but the senior accountant position will not be filled until after approval of this resolution at the next County Board meeting. **Vice-Chair Stacey offered a motion, second by Supervisor Simons, to approve Resolution Authorizing the Reclassification of a Finance Supervisor Position to a Senior Accountant Position in the Finance Department. Motion carried 5-0.**

7b) Walworth County health plan network recommendations

Nicole Dahl from M3 Insurance discussed the evaluation of networks which took into consideration both a discount and a disruption perspective. Currently in place is a dual network which was established years ago due to the strong discounts offered through Mercy by the Alliance. In the past 5 years the other network, HPS/Health EOS was able to surpass Alliance on those discounts. Therefore, the recommendation is to move to a single network eliminating the Alliance option, which avoids confusion during enrollment and creates a more simplistic process. This change would be effective January 1, 2022. **Vice-Chair Stacey offered a motion, second by Supervisor Simons to approve the recommended single network option. Motion carried 5-0.**

7c) Discussion on projected employer and employee contribution rates for Walworth County self-funded insurance plans

Benefits Manager Lisa Henke provided information regarding employer and employee contribution rates for the Walworth County Health Plan as it pertains to the budget building process. She noted efforts are being made to provide a recommendation that would be best for both the employee and the individual departments. The plan design was projected under the assumption of a single network option. Henke referenced her memo which includes the current contribution strategy and the preliminary recommendations in regards to the 2022 health insurance premium and contribution strategy. Discussion followed pertaining to the increase in premiums for both the County and employees. Henke also noted there will be no changes in dental coverage premiums for departments or employees.

7d) Recommendation for short-term and long-term disability contract award for 1-1-2022

Henke discussed the bid process used by Walworth County's broker, National Insurance Services in determining the short-term and long-term disability contract award. Out of the ten solicited bids, Madison National Life and Cigna provided pricing. The incumbent, Madison National Life offered a renewal at the current rate and a two year rate guarantee. Cigna was willing to match the current pricing for long term disability but required purchase of short term disability as well to guarantee pricing. Due to cost and convenience of having both short term and long term disability offered through the same company, the recommendation is to remain with Madison National Life to provide both short term and long term disability coverage. **Supervisor Simons offered a motion, second by Vice-Chair Stacey, to move forward with the recommendation to use Madison National Life for short term and long term disability, to be referred to the Finance Committee. Motion carried 5-0.**

7e) Adoption of Walworth County's Employee Wellness Council 2021-2022 Operating Plan and Event Plan
Henke provided an overview and updates on the Walworth County Employee Wellness Council. Included in the packet is the operating plan, which is similar to previous years. Henke is seeking approval of the event plan on page 29 of the packet which runs from August 2021 through July 2022. **Supervisor Monroe offered a motion, second by Supervisor Ingersoll to approve adoption of Walworth County's Employee Wellness Council 2021-2022 Operating Plan and Event Plan. Motion carried 5-0.**

7f) Ordinance No. **-08/21 Amending Section 15-359 of the Walworth County Code of Ordinances
Relating to Special Pay Premiums at Lakeland Health Care Center

Bishop explained, the Board just approved this ordinance but as implementation began, it was found to be necessary to make some clarifications. She highlighted the amendments and made note of Part III found on page 2 at lines 3 and 4. **Supervisor Ingersoll offered a motion, second by Supervisor Monroe to accept changes to Ordinance Amending Section 15-359 of the Walworth County Code of Ordinances Relating to Special Pay Premiums at Lakeland Health Care Center. Motion carried 5-0.**

Reports

8a) Worker's Compensation & Training Report January 2021-June 2021

Henke provided an overview of the Worker's Compensation Report for January 2021 through June 2021. She also highlighted the monthly educational safety briefs distributed by Human Resources in collaboration with the new Safety Specialist, Rhonda Jenkins.

8b) Update on staffing related to COVID-19

Bishop provided a brief hiring update relative to pandemic related positions at Health and Human Services (HHS.) She noted an epidemiologist has selected with a start date of July 19. A hiring update for Lakeland Health Care Center (LHCC) was also provided. Bishop explained, some of these temporary pandemic related positions will be requested to be permanent positions as part of the 2022 budget as candidates prefer the permanent option.

8c) Report of Ordinance No. 1236-04/21 Continuing Limited-Term, Human Resources- Related Special Authority to Enable Continued Response to and Management of Operations During the COVID-19 Pandemic by Extending Certain Authorization as Previously Approved within the 2020 Resolution for a Declaration of Emergency and Ordinances 1215-06/20, 1224-09/20, and 1230-12/20

Bishop stated there were no updates to report.

Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, September 22, 2021 at 3:30 p.m.

Adjournment

On motion by Supervisor Monroe, second by Vice-Chair Stacey, Chair Pruessing adjourned the meeting at 4:20 p.m.

Submitted by Lindsey Ross, Administrative Assistant. Meeting minutes were approved by the Human Resources Committee at the September 22, 2021 meeting.