

PRICE COUNTY ADMINISTRATION COMMITTEE
Meeting Minutes

Date: September 25, 2020

Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

Meeting called to order by Dennis Wartgow, Committee Chairperson at 9:00 a.m. Roll Call: Present – Alan Barkstrom, Jeff Hallstrand, Bob Kopisch, Dennis Wartgow. Excused: Jordan Spacek. Also present: Nick Trimner, Jennifer Miller, Carrie Kyle

Items for discussion and possible action:

1. Communications: Four employees are out with COVID isolation/quarantine.
2. Minutes from September 9, 2020 meeting: Motion Kopisch/Hallstrand to approve the minutes of the September 9, 2020 minutes as presented. Motion carried.
3. 2021 Health Insurance: Budget approved at the Executive Committee with a zero increase in wages and zero increase to health insurance. Any savings in reconfiguring health insurance would go into a contingency fund which would be used to re-evaluate the wage schedule. Potentially \$400,000. Will hire Cottingham & Butler Company (Carlson Dettmann) for an outside wage schedule study that would allow for wage adjustments as identified.
 - a. Plan Options
 - i. Plan Choices:

Option 1. No wage increases. 3.8% increase in health insurance. Change employee contribution from 12% to 15%. HSA would remain the same.

Option 2: Negotiate with Security Health for a 2.5% increase or less. Change employee contribution from 12% to 15%. Eliminate County's HSA contribution and change to an HRA.
 - ii. Deductibles: Will remain \$6,750/\$13,500.
 - iii. HSA / HRA: Option 1 would remain the same County contribution. Option 2 would remove the County contribution to HSA and convert to HRA.

Motion Barkstrom/Kopisch to proceed with Option 2 as presented. Motion carried.
 - b. Employee Premiums: Will increase from 12% to 15%.
 - c. Broker Services: Will use current broker through 2021.
2. Employee Handbook and Administration Manual
 - a. Wages and Other Forms of Compensation: Motion Kopisch/Barkstrom to approve change to Section 6, Wages and Other Forms of Compensation to include allowing social workers comp time with a limit of 16 hours with any unused hours to be paid out on the second payroll in December. Motion carried.
 - b. Holidays: Motion Kopisch/Wartgow to approve changes to Section 8 Holidays to include changing Highway Department holiday of New Year's Eve to July 5th. Motion carried.
 - c. Leaves – Vacation: Motion Kopisch/Barkstrom to approve changes to Section 9 Leaves – Vacation and eliminate the 20-year step. Motion carried.
 - d. Leaves – Bereavement: Motion Hallstrand/Barkstrom to approve the changes to Section 14 Leaves – Bereavement to include allowing three days of leave for the "step" family members. Motion carried.
 - e. Benefits – Miscellaneous: Motion Barkstrom/Hallstrand to approve changes to Section 20 Benefits – Miscellaneous to allow Jail Officers reimbursable \$350 and Forestry Department employees reimburse up to \$300. Motion carried.

Motion Kopisch/Barkstrom to forward to the County Board with recommendation for all fiscal changes be effective January 1, 2021. Motion carried.
3. Set next meeting date: October 20.
4. Meeting adjourned at 10:30 a.m.

Respectfully submitted,

Jean Gottwald, County Clerk