

PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, September 9, 2013 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin.

Present: Chair Lund, Supervisor Moynihan, Supervisor Erickson, Supervisor Buckley, Supervisor Evans, Supervisor Van Dyck (for Supervisor Vander Leest).
Also Present: Supervisors LaViolette, Haefs, Hopp, Sieber. Juliana Ruenzel, Troy Streckenbach, Dan Process, Lynn VandenLangenberg, Brent Miller, Jeremy Kral, Neil Anderson, Darlene Bourassa, Carolyn Maricque, other interested parties.

I. **Call meeting to order.**

The meeting was called to order by Chair Thomas Lund at 5:30 p.m.

II. **Approve /modify agenda.**

Motion made by Supervisor Moynihan, seconded by Supervisor Van Dyck to modify the agenda to take Item 17 after Comments from the Public (shown in proper format here).

Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Approve/modify Minutes of August 8, 2013.**

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to approve.

Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public - None

(Move to # 17)

Communications

1. **Communication from Supervisor La Violette re: Identify county employees potentially affected by step increases so the Board can take appropriate actions. *Motion at July meeting: Refer to staff for further information. Held for one month.***

Lynn VandenLangenberg explained that although some employees were given step increases in 2012, about half of employees with collective bargaining agreements were not. This matter is still under review.

(Supervisor Erickson arrived at 5:39 p.m.)

Supervisor Buckley indicated he is in agreement with the step program for county employees and is pleased it is being reviewed.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

2. **Communication from Supervisor La Violette re: In support of our school district and out of respect for our entire great community, all of the people we represent, I propose passage of a resolution stating zero tolerance for bullying throughout Brown County government. *Motion at July meeting: To refer to HR to research what the current policy is on bullying and harassment and determine if there are changes needed based on other communities in the area. Held for one month.***

In response to Supervisor LaViolette's communication, Lynn VandenLangenberg explained that county code has been reviewed regarding this matter and a decision made to write a passage that would follow the harassment language specifically to address bullying. She stated that such language will be added to the employee handbook next month.

Supervisor LaViolette thanked VandenLangenberg for action on this matter.

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Communication from Supervisor Haefs re: Reconsideration of Item #19 of the Executive Committee Report "Changes to Health Insurance Plan" which was approved July 17, 2013 by the Brown County Board. Referred from August County Board.

Supervisor Haefs asked for reconsideration of the vote made to approve changes in the Health Insurance Plan considered at the July 17, 2013 meeting of the County Board. Changes discussed include the following:

- To increase premiums by 5% - Increase employee participation in premium from 12% to 18%. Monthly increase for employees – single \$31.81; family \$84.67 (less pre-tax reduction).
- To decrease deductible percent paid by fund balance from 80% to 70%.
- Increase wellness incentives by \$50 (single) and \$100 (family)
- Introduce Health Risk Assessment (HRA), with baseline measurements taken in September 2013.

Haefs indicated that he had discussed his concerns regarding total compensation with Human Resources with the conclusion that the matter should be discussed by all committees of the County Board so that there is a consensus in November.

(Supervisor Evans arrived at 5:48 p.m.)

Haefs questioned the deductible amounts, stating he would like to see other options and favors a two year plan, pointing out that in his personal business employees are funded 100%, however, his company shops around for the best rate. He addressed the performance issue and its effect on pay increases. He noted that at times administrative increases have been capped, stating that lack of pay increases can affect morale. Haefs understands that only 20% of county employees are under contract and receiving increases. He opined it is not fair for some to get a pay increase when others don't.

Lynn VandenLangenberg explained the present plan and the effect of the fund balance on the outcome. Executive Streckenbach further explained the above noted changes to the health insurance plan and the reasons behind the strategy used.

A lengthy discussion, along with additional comments and questions by committee members and staff related to deductible, premiums, pharmaceutical, major medical, etc. resulted in the following action:

Motion made by Supervisor Moynihan, seconded by Supervisor Lund to proceed with the 2014 health insurance plan budget strategy as previously approved on July 17, 2013 by the County Board. Ayes: Evans, Erickson, Lund, Moynihan Nays: Buckley, Fewell, VanDyck
MOTION APPROVED 4-3

(For additional clarification see "Health Insurance Plan" approved on 7-17-13 by the County Board)

Vacant Budgeted Positions (Request to Fill)

4. Airport – Electrician - Vacated 9/21/13.
5. Clerk of Circuit Court – Deputy Juvenile Clerk - Vacated 9/10/2013.
6. Clerk of Circuit Court – Customer Service Clerk - Vacated 9/11/2013.
7. District Attorney – Legal Assistant II - Vacated 8/16/13.
8. Emergency Management – Emergency Management Coordinator - Vacated 4/1/2013.
9. Human Services (CTC) – Account Clerk II - Vacated 6/8/13.
10. Human Services (CTC) – MDS (Minimum Data Set) RN - Vacated 9/3/13.
11. Human Services – CTP (Community Treatment Program) Worker - Vacated 9/3/2013.
12. Human Services – Financial Supervisor - Vacated 6/5/2013.
13. Port and Resource Recovery – Resource Recovery Associate - Vacated 10/12/2013.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to suspend rules to take Items 4-13 together.

Ayes: Evans, Erickson, Fewell, Lund, Moynihan, VanDyck

Nay: Buckley. Vote taken. MOTION APPROVED 6-1

Supervisor Buckley asked that items 7 & 9 be pulled for discussion, asking if these positions could be re-titled. Ms. VandenLangenberg explained that at this time job descriptions are being reviewed and several will be consolidated.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve items 4-13.

Ayes: Evans, Erickson, Fewell, Lund, Moynihan, VanDyck

Nay: Buckley. Vote taken. MOTION APPROVED 6-1

Legal Bills

14. Review and Possible Action on Legal Bills to be paid.

Motion made by Supervisor Erickson, seconded by Supervisor Evans to approve.

Vote taken. MOTION CARRIED UNANIMOUSLY

Reports

15. County Executive Report.
No further report by Executive Streckenbach.

Motion made by Supervisor Evans, seconded by Supervisor Fewell to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

16. Internal Auditor Report.
 - a) Presentation of 2012 Comprehensive Annual Financial Report, Federal Awards and State Financial Assistance Report and Management Communications by Schenck, SC.

A handout of the 2012 Comprehensive Annual Financial Report, Federal Awards, State Financial Assistance Report, and Management Communications was distributed to the committee by Dave Macco of Schenck, S.C. and is attached. Mr. Macco presented highlights and observations through a brief synopsis.

Motion made by Supervisor Erickson, seconded by Supervisor Evans to receive and place on file the 2012 Comprehensive Annual Report. Vote taken. MOTION CARRIED UNANIMOUSLY

b) Budget Status Financial Report for July, 2013.

Motion made by Supervisor Fewell, seconded by Supervisor Buckley to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

c) Monetary Receipts, Disbursements and Deposits Audit – NEW Zoo.

Internal Auditor, Dan Process, explained that he has completed an audit of the internal controls surrounding monetary receipts, disbursement, and deposits at the NEW Zoo. He indicated that the report included in packet material includes the scope of the examination, background information, fieldwork completed, and the findings and recommendations made.

Zoo Director, Neil Anderson, and NEW Zoo staff has reviewed the report and have subsequently provided responses to the findings and recommendations.

Mr. Process indicated that based on the testing performed, the internal controls over cash handling activities at the NEW Zoo are adequate, however, implementation of the recommendations made would further strengthen these controls and add to the overall control environment.

Motion made by Supervisor Evans, seconded by Supervisor Erickson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Resolutions, Ordinances

17. Resolution re: Change in Table of Organization Corporation Counsel Assistant Corporation Counsel.

Corporation Counsel Ruenzel explained that an increase in State funding will add additional Child Support enforcement staff and increase court cases handled by attorneys. Due to this increase in court cases, Human Resources and the Corporation Counsel recommend the addition of a .50 FTE Assistant Corporation Counsel position to be funded by the State.

Motion made by Supervisor Buckley, seconded by Supervisor Fewell to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Resolution re: Reclassification of Positions Clerk/Typist II, Clerk II, Clerk II/Data Controls.

Ms. VandenLangenberg explained that a study by Human Resources has concluded that the positions of Clerk/Typist II, Clerk II, and Clerk II/Data Control positions be placed in Pay Grade 6 of the Class and Comp Plan to be consistent with similar positions in the County.

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

19. Discussion re: Additional content on County Board website including biographical data and functions of standing committees. *Held for one month.*

A letter from Ryan Lokken who has volunteered his time to do web writing for the County was addressed. Supervisor Moynihan indicated that since Mr. Lokken was unable to be present, the matter be received.

Motion made by Supervisor Evans, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Closed Session

20. Labor Relations and Negotiations:

Pursuant to Wis. Stat. 111.70 as allowed for purposes of negotiating and collective bargaining. Closed session pursuant to Wis. Stats. § 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to enter into closed session at 7:40 p.m. Roll Call: Fewell, Van Dyck, Buckley, Moynihan, Lund, Erickson, Evans
Vote taken. **MOTION CARRIED UNANIMOUSLY**

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to return to regular order of business. Roll Call: Fewell, Van Dyck, Buckley, Moynihan, Lund, Erickson, Evans
Vote taken. **MOTION CARRIED UNANIMOUSLY**

Other

21. Such other matters as authorized by law – none.

22. Adjourn.

Motion made by Supervisor Buckley, seconded by Supervisor Evans to adjourn at 8:50 p.m.
Vote taken. **MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein
Recording Secretary

Rae G. Knippel
Transcription