

EMPLOYEE SALARY AND BENEFITS ADVISORY SUBCOMMITTEE

March 30, 2023

Human Resources Conference Room, Government Services Building 8:15 AM

Members Present

Delores Merrick
Andrea Sweeney
Dan Williams
Kristi Leonard
Dave Tschudy

Members Absent

Arianna Voegeli

Others Present

Amy Bartlett
Steven Scanlan
Brian Bucholtz

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1. The meeting was called to order by the Chair Delores Merrick at 8:15 am.
 2. Motion by Dave, seconded by Andrea to approve the minutes of the March 16, 2023, meeting. Motion carried on a voice vote.
 3. Discussion continued regarding use of benefitted time by salaried/exempt employees and the development of a possible policy. It was again discussed if salaried employees need to work a certain number of hours in a day before they have to use paid time off and if there should be flexed time within a pay period. It was also discussed that the policy needs to specifically state that if a salaried employee is absent for an entire day that benefitted time will need to be used to be paid for that day. Delores will work on a draft policy to bring to the next meeting.
 4. Discussion continued on a single county-wide pay scale. Both Andrea and Dan brought their versions of a proposed scale. It was discussed if Pleasant View, Landfill and the Sheriff's Union should be on the scale. It was decided not to put Pleasant View on the scale, but to have a document that shows the pay for the positions that are at Pleasant View as well as in other departments in the county; such as RN's, Social Workers, clerical, and maintenance. The spacing of the steps and the amount of increase between the steps were also discussed. Things to consider is do we front load to attract new employees and then decrease the percentage increases or do we focus on longevity and put money at the end of the steps. We will begin looking at the grouping of positions at the next meeting. Delores will check with Grant County to see how they were able to place union positions on their unified pay scale.
 5. Discussion continued regarding the idea and process of closing departments due to hazardous weather. Delores distributed policies that she had received from other counties; in particular Waukesha and Clark Counties. It was discussed again that the policy should also include not only weather situations, but also building specific situations. The policy should also include offices closed verses county closed. Ari will bring back a draft policy to the next meeting.
 6. Continued need for pre-employment physicals. It was discussed that the need for pre-employment physicals was discussed at the personnel meeting the evening before. The Personnel Committee had tasked Brian to do research on this topic. It was decided to leave our process as is until Brian gives the requested information. Dan will do some research on the new company that is doing pre-employment physicals and drug screens in the Hometown Pharmacy building.
 7. Discussion as to when the next meeting will take place due to conflicts with the normally scheduled meeting.
 8. Motion by Kristi, seconded by Dave to adjourn. Motion carried on a voice vote.