

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2 Courthouse
3 West Bend, WI

March 29, 2005
1:30 p.m.

4
5 Present: Paul J. Beistle, Brian W. Bausch, Donald N. Kempf, and David N. Radermacher.

6
7 Excused: Delores E. Kruepke.

8
9 Also Present: Administrative Coordinator Doug Johnson, Human Resource Director Gary Moschea,
10 County Clerk Brenda J. Jaszewski, Employee Benefits Manager Michelle Hoey and Secretary Linda M.
11 Boesen.

12
13 Chairperson Beistle called the meeting to order and read the Affidavit of Posting.

14
15 **MINUTES**

16 A correction was noted to the minutes of March 8, 2005, line 15 page 1, Ms. Kruepke's name was
17 misspelled.

18
19 Moved by Mr. Bausch, seconded by Mr. Kempf to approve the minutes of March 8, 2005, as corrected.
20 Motion carried.

21
22 **SHERIFF'S DEPARTMENT EMPLOYEE GRIEVANCE-WORK SCHEDULE &**
23 **COMPENSATION**

24 Mr. Moschea presented Jim Wolf's grievance, and recommends denial because the sheriff has the
25 authority to change the schedule of Detective Wolf. This change in schedule resulted in what Detective
26 Wolf believes is a short pay in 2004 of 11 hours of overtime.

27
28 Moved by Mr. Radermacher, seconded by Mr. Kempf to deny the grievance submitted by Detective Wolf
29 requesting an additional 11 hours of overtime pay for 2004. Motion carried.

30
31 **HIGHWAY DEPARTMENT CONTRACT PROPOSALS**

32 On March 31, 2005, the Highway Department Union representatives and the Human Resource Director
33 have an open session to exchange initial bargaining proposals. Mr. Moschea distributed the County's
34 initial proposal and reviewed it.

35
36 Moved by Mr. Radermacher, seconded by Mr. Kempf to authorize Mr. Moschea to present the County's
37 bargaining proposal to the Highways Union Local 200. Motion carried.

38
39 **HEALTH INSURANCE STUDY COMMITTEE REPORT & AUTHORIZATION TO BID**
40 **HEALTH INSURANCE FOR 2006**

41 Mr. Moschea distributed the Health Insurance Options Study Report. Mr. Johnson reviewed the report in
42 detail. The Study Committee made the following recommendations:

- 43 1. The self-insurance approach be continued, with premiums set to cover anticipated costs and to
44 contribute to an increase in the Health Fund balance.
- 45 2. The County should continue to purchase re-insurance coverage at a threshold which is most
46 advantageous to the County self-insured plan.
- 47 3. The Study Committee is not in favor of forcing a narrower network to save costs
- 48 4. A separate discount drug card be competitively bid as part of the 2006 health plan and supports
49 the requirement that all 90-day prescriptions for maintenance drugs be covered only through an
50 economical mail order drug service.
- 51 5. The County prepare for a competitive bid for the 2006 plan, inviting Claims Management
52 Services of West Bend, WPS, and others with similar experience and capabilities.
- 53 6. The County oppose any State legislation that would require all counties to join the State group
54 health plan and not select the State group health plan for 2006.
- 55 7. The co-pay for emergency room services be increased from \$50 to \$75 and the deductibles for all
56 participants be standardized at \$250.
- 57 8. Establish a 90% co-insurance for in-network services and a 70% co-insurance for out of network
58 services.
- 59 9. Expand the reimbursement of \$100 for employees covered by health insurance for the cost of an
60 annual exam to include covered family members, and well-baby exams, with billing and
61 accounting blended into the functions of our health insurance partner.
- 62 10. Establish a contract health-screening program.
- 63 11. Provide \$100 in reimbursement to employees for a pre-approved, eligible expense in any of the
64 following categories: fitness center or program, weight reduction program, or smoking cessation.

65
66 Moved by Mr. Kempf, seconded by Mr. Bausch to authorize the Human Resource Department to solicit
67 competitive bids for the 2006 County health care plan. Motion carried.

68
69 **HUMAN RESOURCES DIRECTOR'S UPDATE**

70 **Commendation**

71 Moved by Mr. Bausch, seconded by Mr. Kempf to approve the Commendation Ordinance for Diane
72 Schneider, who is retiring from her position as a Corrections Officer at the Sheriff's Department after
73 twenty years of service, and forward to the County Board. Motion carried.

1 **Meyer(Mayer-corrected 4-26-05) Unemployment**

2 Mr. Moschea received a letter from Unemployment Compensation Division regarding Mr. Frank Mayer
3 The letter states they reviewed the matter and Mr. Mayer is eligible to receive this benefit until December
4 17, 2005.

5
6 **Legislative Changes**

7 Mr. Moschea stated that there are two changes that have come up in the state legislature. AB 267
8 proposes that new hires pay three percent of their Wisconsin retirement costs. This is a non-bargainable
9 issue.

10
11 AB 268 proposes the option of contracting out for services provided that it would be cheaper. Either party
12 could take it to a non-binding arbitrator.

13
14 **COUNTY CLERK'S UPDATE ON ELECTIONS**

15 Ms. Jaszewski informed the Committee that the 2002 Help America Vote Act (HAVA) requires disabled
16 voting equipment be in place for the first election in 2006. At this point, no equipment in the State has
17 been certified. In addition, a computerized statewide voter registration must also be in place by 2006.
18 The State Elections Board is working on this new system.

19
20 **RECOMMENDATIONS FOR BIDDING 2006 FACILITY PREVENTATIVE MAINTENANCE**
21 **CONTRACTS**

22 Mr. Johnson recommends that there be a coordinated bidding process for the County's Facility
23 preventative maintenance contract and Samaritan's preventative maintenance contract. The Maintenance
24 Technicians contract and Management Staff contract would be negotiated.

25
26 Moved by Mr. Radermacher, seconded by Mr. Bausch to have Mr. Johnson negotiate with Johnson
27 Control on the Maintenance Technicians & Management Staff contracts and work with Mr. Ed Somers
28 for bidding a three-year contract with any company qualified to do preventative maintenance. Motion
29 carried.

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31 **NEXT MEETING DATES**

32 The Administrative Committee will meet, April 26, 2005, at 1:30 p.m. and, May 17, 2005, at 1:00 p.m. in
33 Room 1041 of the Courthouse.

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35 **ADJOURNMENT**

36 Moved by Mr. Radermacher, seconded by Mr. Kempf(corrected 4-26-05)to adjourn at 3:48 p.m. Motion
37 carried.

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Brenda J Jaszewski, County Clerk