

MINUTES FOR AD HOC GROUP
FEBURARY 18, 2016

In Attendance: Lutrelle Manna, Ann June, April Kennedy Lee, Terry Kleifgen, Dennis Weiss, Barb Theis, Colin Moten, Candy Glick

Absent: Ray Senzig and Greg Lowe

Approval of the December 2015 Minutes:

1ST April Kennedy Lee

2ND Lutrelle Manna

ITEMS DISCUSSED:

1. Employee Vacation Accruement - Most employees appear to have knowledge of the changeover that will be occurring. A few employees have raised concern about the changeover and not understanding the process and questioning if an informational meeting will be provided. Terri is willing to meet individually with employees to go over their available vacation time. She will also be having a day open to all employees to come to a listening session and ask questions.
2. Discussion of the catastrophic account will be discussed in the June 2016 meeting.
3. Pay Class of Positions was tabled
4. **In the next six months the group would like to discuss**
 - **new hire vacation and consistent protocol for starting wage past minimum**
 - **across the board raises for all employees**
5. The group also discussed that we need to remain focused on the goal of working with and providing viable suggestions to the county board that builds ongoing dialogue to maintain and recruit good candidates for positions.
6. The group nominated Colin for the Vice Chair. April 1st and Candy 2nd

7. The group agreed to meet every other month. The next meetings topics will be

- Employee Benefit Package – prorated benefits right now and look at creating fewer steps. Discuss reducing the 4 scales into 1 scale.
- Floating Holiday – request one additional with a plan B of having persons who have obtained so many years of employment be granted an additional floating holiday. This would be prorated for employees on working 40 hours
- Posting employee referendums passed by the board on the Intranet monthly to ensure that employees are aware of the changes.
- Policy Concerns
 - Funeral leave – including great relatives for an employee’s ability to take one day for funeral leave. Consistencies in how management is having employees provide proof of their time off.

8. Adjourn – **next meeting is April 21, 2016 at 8:00 a.m. in Room 1**

ADJOURN: 1ST April Lee Kennedy

2ND Latrelle Manna

Submitted By:

Ann June, Secretary