

ROCK COUNTY, WISCONSIN

NOTE: This is a Teleconference



**COUNTY BOARD STAFF COMMITTEE
MONDAY, DECEMBER 14, 2020 – 4:30 P.M.
CALL: 1-312-626-6799
MEETING ID: 843 8390 0786
PASSCODE: 799267**

Join Zoom Meeting

<https://us02web.zoom.us/j/84383900786?pwd=RkJXa2tQOUJUYTV1OU5DTIJWVEpIZz09>

Meeting ID: 843 8390 0786

Passcode: 799267

One tap mobile

+13126266799,,84383900786#,,,,,0#,,799267# US (Chicago)

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Find your local number: <https://us02web.zoom.us/u/kbmtwnjwCq>

Join by Skype for Business

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, December 14, 2020. To submit a public comment use the following email: marilyn@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

COUNTY BOARD STAFF COMMITTEE
MONDAY, DECEMBER 14, 2020 – 4:30 P.M.

Agenda

1. Call to Order
2. Approve Agenda
3. Public Comment - sent in via email by noon Monday, December 14, 2020
4. Approval of Minutes of November 16, 2020
5. Transfers
6. Review of Payments
7. Resolutions and Committee Action
 - A. To Recognize Marilyn Bondehagen
 - B. Authorizing Double Fill of Office Coordinator Position in the County Administrator's Office
 - C. Authorizing Acceptance of the Bureau of Justice Assistance Adult Drug Court and Veterans Treatment Courts: Adult Drug Courts Grant Funds, Amending the 2020 Budget and Creating One Master Level Behavioral Health Clinician
 - D. Amending the 2020 HSD Budget to Accept Additional Funds from the State Opioid Response 2 (SOR2) Grant and Creating 1.0 FTE Master Level Behavioral Health Clinician
 - E. Creating a 0.7 FTE Nursing Supervisor Position and Amending the 2021 Budget
 - F. Continuing Coronavirus Response Employee Leave Programs
 - G. To Ratify the 2021 Labor Agreement between Rock County and Deputy Sheriff's Association
 - H. To Ratify the 2021 Labor Agreement between Rock County and Deputy Sheriff's Supervisors Association
 - I. Approving the 2021 Base Wage Rates for all Employees Except Represented Law Enforcement Employees, and Amending the Personnel Policy Wage Appendixes
 - J. Setting the 2021 Salary of the County Administrator
8. Review, Discussion and Possible Action
 - A. Approval of Changes to Administrative Policy and Procedure 5.31 Overtime, Flex and After Hours Payments
9. Claim
10. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.



COUNTY BOARD STAFF COMMITTEE
Minutes – November 16, 2020

Call to Order. Chair Purviance called the meeting of the County Board Staff Committee to order at 4:30 P.M. via telephone conference.

Committee Members Present via Phone: Supervisors Purviance, Beaver, Brien, Richard Bostwick, Leavy, Peer, Podzilni, Sweeney and Yeomans.

Committee Members Absent: None.

Staff Members Present via Phone: Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Annette Mikula, Human Resources Director; Richard Greenlee, Corporation Counsel; Terri Carlson, Risk Manager; Bridget Laurent, Deputy Corporation Counsel; Amy Spoden, Human Resources Assistant Director; Lisa Tollefson, County Clerk; Kate Luster, Human Services Director.

Others Present: Supervisor Richard.

Approval of Agenda. Supervisor Leavy moved approval of the agenda as presented, second by Supervisor Bostwick. ADOPTED.

Public Comment. None.

Approval of Minutes –October 26, 2020. Supervisor Leavy moved approval of the minutes of October 26, 2020 as presented, second by Supervisor Brien. ADOPTED.

Transfers. None.

Review of Payments. The Committee accepted the reports

Resolutions and Committee Action.

To Recognize Kristin Haakenson

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this _____ day of _____, 2020 does hereby recognize Kristin Haakenson for her 34 years of service and extend best wishes to her in her future endeavors.”

Supervisor Peer moved approval of the above resolution, second by Supervisor Yeomans. ADOPTED.

Requiring Board Approval of All Communication Issued on “Rock County Board of Supervisors” Letterhead

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby resolve that, in no event, may any member of the Rock County Board of Supervisors issue any letter, press release, statement, or any other .”

Supervisor Yeomans moved approval of the above resolution, second by Supervisor Brien.

Supervisor Richard explained his thoughts of how this would make it easier for the press to know when a press release comes from the County Board Chair and when the County Board, as a whole, sends something out.

Discussion on the County Board Chair being the designated person to represent the County Board; there had not been the need for as many press releases in the past; there are no parameters for what is being asked for in this resolution; feels it is unrealistic to try to get the County Board together before sending anything out on County letterhead; Chair could comment and add that the full County Board had not met yet on this; County Board Chair letterhead may be used instead; and there is a policy on using the County Seal.

FAILED on the following vote: YES – Supervisor Yeomans; NO – Supervisors Beaver, Brien, Bostwick, Leavy, Peer, Podzilni, Purviance, and Sweeney.

Set Wage Rate for 2020 Recount Workers

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby designate the rate of \$25 per hour for election officials working the 2020 recount.”

Supervisor Podzilni moved approval of the above resolution, second by Supervisor Sweeney. ADOPTED.

Review, Discussion and Possible Action.

Approval of Changes to Administrative Policy and Procedure 5.31 Overtime, Flex and After Hours Payment Supervisor Yeomans moved approval of the changes to Policy 5.31, second by Supervisor Podzilni. ADOPTED.

Approval of Changes to Administrative Policy and Procedure 5.45 Uniform/Equipment Allowance Supervisor Bostwick moved approval of the changes to Policy 5.45, second by Supervisor Peer. ADOPTED,

Executive Session: Supervisors Leavy and Peer moved to go into Executive Session at 5:00 P.M. per Section 19.85(1)(g), Wis. Stats. Conferring with Legal Counsel Concerning Strategy to be Adopted by the Board Regarding Litigation in which it is, or is Likely to Become Involved. ADOPTED on a roll call vote with the following: AYES – Supervisors Purviance, Bostwick, Beaver, Brien, Peer, Leavy, Podzilni, Sweeney and Yeomans; NO – None; ABSENT – None.

Adjournment. Supervisor Podzilni moved adjournment from executive session and the meeting at 5:10 P.M., second by Supervisor Yeomans. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
01-1320-0000-63100	Office&Misc Exp	P2000024	11/12/2020	US BANK	SUPPLIES, COVID RELATED, EBDM,	40.29
County Administrator PROG TOTAL						40.29

I have reviewed the preceding payments in the total amount of **\$40.29**

Date: _____
Dept Head _____
Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
03-1110-0000-63200	Pubs/Subs/Dues	P2000024	11/12/2020	US BANK	COVID RELATED	309.97
03-1110-0000-64201	Convention Exp	P2000024	11/12/2020	US BANK	WCA CONFERENCE CREDIT	(345.00)
03-1110-0000-64904	Sundry Expense	P2000024	11/12/2020	US BANK	COVID RELATED	1,216.77
County Board PROG TOTAL						1,181.74

I have reviewed the preceding payments in the total amount of **\$1,181.74**

Date: _____
Dept Head _____
Committee Chair _____

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
06-1620-0000-63100	Office&Misc Exp	P2000211	11/25/2020	US BANK	OFFICE SUPPLIES	32.74
06-1620-0000-63202	Law Books	P2000211	11/25/2020	US BANK	LAW BOOKS	286.00
Corporation Counsel PROG TOTAL						318.74

I have reviewed the preceding payments in the total amount of **\$318.74**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
08-1420-0000-61925	Background/Test					
		P2000319	11/25/2020	US BANK	BACKGROUND AND TESTING	127.85
		P2000337	11/25/2020	WISCONSIN DEPARTMENT OF JUSTIC	BACKGROUND AND TESTING	140.79
08-1420-0000-63100	Office&Misc Exp					
		P2000319	11/25/2020	US BANK	OFFICE SUPPLIES	388.62
08-1420-0000-64200	Training					
		P2002046	11/25/2020	BLACKHAWK TECHNICAL COLLEGE	LEADERSHIP DEVELOPMENT TRAININ	883.00
08-1420-0000-64215	Recruitment					
		P2000324	11/25/2020	ADAMS PUBLISHING GROUP OF SOUT	JOB ADVERTISEMENT-GUARD AD LIT	173.14
08-1420-0000-64216	Cultural Comp					
		P2002024	11/12/2020	YWCA ALTERNATIVES TO VIOLENCE	2020 YWCA RACIAL JUSTICE	8,125.00
		P2002032	11/12/2020	YWCA ALTERNATIVES TO VIOLENCE	2020 YWCA RACIAL JUSTICE	375.00
		P2002083	11/25/2020	YWCA ALTERNATIVES TO VIOLENCE	2020 RACIAL JUSTICE CONFERENCE	2,500.00
08-1420-0000-64417	RH Expenses					
		P2000337	11/25/2020	WISCONSIN DEPARTMENT OF JUSTIC	BACKGROUND AND TESTING	61.21
Human Resources PROG TOTAL						12,774.61

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$12,774.61**

Date:

Dept Head _____

Committee Chair _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Randy Terronez, Asst. to the Co.
Admin.
DRAFTED BY

December 7, 2020
DATE DRAFTED

Recognizing Marilyn Bondehagen

- 1 **WHEREAS**, Marilyn Bondehagen began her employment with Rock County on July 11, 1994 as an
- 2 Account Clerk II in the Human Services Department; and,
- 3
- 4 **WHEREAS**, Marilyn transferred to the Planning and Development Department on June 5, 1995; and,
- 5
- 6 **WHEREAS**, Marilyn, on June 1, 1996 was promoted to Administrative Assistant/Stenographer in the
- 7 Planning and Development Department; and,
- 8
- 9 **WHEREAS**, Marilyn was promoted to Secretary II in the County Administration Department on
- 10 March 29, 2006, under then-County Administrator Craig Knutson; and,
- 11
- 12 **WHEREAS**, Marilyn’s position was reclassified to Confidential Administrative Assistant on January 1,
- 13 2011; and,
- 14
- 15 **WHEREAS**, Marilyn’s position was reclassified to Office Coordinator on January 1, 2019; and,
- 16
- 17 **WHEREAS**, Marilyn played a key role in the successful operation of the County Administrator’s Office
- 18 and has been a valuable professional to two County Administrators, several County Board Chairs,
- 19 numerous County Board members, management personnel, and the general public; and,
- 20
- 21 **WHEREAS**, Marilyn’s willingness to put in long hours and do whatever is necessary to get the job done
- 22 has contributed to many positive outcomes; her extensive knowledge of County operations has made her
- 23 an indispensable resource for County staff, the County Board, and members of the public; and her
- 24 friendly demeanor and customer service skills made her an excellent representative of Rock County; and,
- 25
- 26 **WHEREAS**, Marilyn will retire from Rock County on March 1, 2021.
- 27
- 28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 29 assembled this _____ day of _____, 2020, does hereby recognize Marilyn Bondehagen
- 30 for her twenty-six years and eight months of service to Rock County, and recommend that a sincere
- 31 expression of appreciation be given to Marilyn along with best wishes for the future.

Recognizing Marilyn Bondehagen
Page 2

Respectfully submitted:

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J Russell Podzilni

Alan Sweeney

Bob Yeomans

Mary Beaver

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Josh Smith, County Administrator
INITIATED BY



Josh Smith, County Administrator
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

November 25, 2020
DATE DRAFTED

**AUTHORIZING DOUBLE FILL OF OFFICE COORDINATOR POSITION
IN THE COUNTY ADMINISTRATOR'S OFFICE**

1 **WHEREAS**, Marilyn Bondehagen, Office Coordinator in the County Administrator's Office, has
2 announced her intention to retire; and

3
4 **WHEREAS**, her last day in the office will be January 4, 2021; and

5
6 **WHEREAS**, she has benefit time that continues until March 1, 2021, which will be her last day as a
7 County employee; and

8
9 **WHEREAS**, in order to maintain efficient County operations, it is necessary to fill this position in
10 excess of the two weeks of overlap allowed by County policy without County Board approval.

11
12 **NOW, THEREFORE, BE IT RESOLVED**, that Rock County Board of Supervisors duly assembled
13 this _____ day of _____, 2020 does hereby approve and authorize double filling the
14 Office Coordinator position in the County Administrator's Office.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

LEGAL NOTE:

Kara Purviance, Chair

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

Rich Bostwick, Vice Chair

/s/ Richard Greenlee

Mary Beaver

Richard Greenlee
Corporation Counsel

Tom Brien

FISCAL NOTE:

Kevin Leavy

The cost of the double fill will depend on the hire date of the new staff. A six week overlap will cost approximately \$8,873. A transfer from the contingency fund may be needed to fund the overlap.

Louis Peer

/s/ Sherry Oja

J. Russell Podzilni

Sherry Oja
Finance Director

Alan Sweeney

ADMINISTRATIVE NOTE:

Bob Yeomans

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Criminal Justice
Coordinating Council
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

Human Services Board, Finance
Committee
SUBMITTED BY

October 26, 2020
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF THE BUREAU OF JUSTICE ASSISTANCE
ADULT DRUG COURT AND VETERANS TREATMENT COURTS:
ADULT DRUG COURTS GRANT FUNDS, AMENDING THE 2020 BUDGET AND
CREATING ONE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

- 1 **WHEREAS**, the U.S. Department of Justice, through the Bureau of Justice Assistance, has appropriated
- 2 funding for grants to implement and enhance treatment court services to reduce opioid, stimulant, and
- 3 substance abuse; and,
- 4
- 5 **WHEREAS**, Rock County submitted an application to expand its Operating While Intoxicated (OWI)
- 6 Treatment Court Program to include 4th and 5th offense OWIs in addition to the 3rd offense OWIs that
- 7 are currently being served in the program; and,
- 8
- 9 **WHEREAS**, on October 16, 2020, Rock County’s application was approved in the amount of \$674,958
- 10 including \$500,000 in federal aid and a \$169,921 in-kind services match, and \$5,037 in program income;
- 11 and,
- 12
- 13 **WHEREAS**, this expansion grant, over 36 months beginning October 1, 2020, will be primarily used to
- 14 hire a 1.0 FTE master’s level, dually credentialed Behavioral Health Clinician and provide the
- 15 corresponding supports, including three hours/week of psychiatry time, to expand the OWI Court
- 16 Program to include up to fifteen 4th and 5th Offense OWIs at any given time; and,
- 17
- 18 **WHEREAS**, funding will also be used to purchase a computer, telephone and hotspot for the new
- 19 Clinician position; and,
- 20
- 21 **WHEREAS**, this is a grant-funded position, ending upon completion of the grant/depletion of grant
- 22 funds; and,
- 23
- 24 **WHEREAS**, this grant will be managed programmatically by the Rock County Administrator’s Office
- 25 and fiscally by the Rock County Human Services Department; and,
- 26
- 27 **WHEREAS**, the Rock County Criminal Justice Coordinating Council (CJCC) fully supports
- 28 expanding the OWI Court program and will continue to act as the advisory body to the OWI Court
- 29 program and has tasked itself with overseeing this project.
- 30
- 31 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 32 assembled this ____ day of _____, 2020, does hereby accept the Justice and Mental Health
- 33 Collaboration Program Grant funds in the amount of \$674,958 including \$500,000 in federal aid and a
- 34 \$169,921 in-kind services match, and \$5,037 in program income.
- 35
- 36 **BE IT FURTHER RESOLVED**, the County Board approves the creation of the grant-funded 1.0 FTE
- 37 Master’s Level Behavioral Health Clinician position and authorizes the Human Services Department to
- 38 fill this position and purchase the IT equipment necessary to support this role.
- 39
- 40 **BE IT FURTHER RESOLVED**, that the 2020 Rock County Human Services Department budget be
- 41 amended as follows:

	Budget at	Increase	Amended
<u>Account/Description</u>	<u>10/26/20</u>	<u>(Decrease)</u>	<u>Budget</u>
<u>Human Services Department</u>			
<u>Source of Funds</u>			
36-3715-0000-42100/ Federal Aid	0	500,000	500,000
<u>Use of Funds</u>			
36-3690-0000-61100/ Regular Wages	2,879,823	248,519	3,128,342
36-3690-0000-61400/ FICA	197,748	19,012	216,760
36-3690-0000-61510/ Retirement	177,753	16,775	194,528
36-3690-0000-61610/ Health Insurance	459,144	55,138	514,282
36-3690-0000-61620/ Dental Insurance	13,367	1,419	14,786
36-3690-0000-61630/ Life Insurance	609	54	663
36-3690-0000-63300/ Travel	13,000	748	13,748
36-3690-0000-68321/ Allocations	0	(341,665)	(341,665)
36-3715-0000-68208/ Allocated MH/AODA	0	341,665	341,665
36-3715-0000-62176/ Laboratory	0	107,283	107,283
36-3715-0000-62210/ Telephone	0	2,355	2,355
36-3715-0000-62503/ Interpreter Fees	0	3,600	3,600
36-3715-0000-64200/ Training	0	34,801	34,801
36-3715-0000-64604/ Program Expense	0	8,896	8,896
36-3715-0000-67130/ Terminals and PCs	0	1,400	1,400

Respectfully submitted,

HUMAN SERVICES BOARD

/s/ Brian Knudson
Brian Knudson, Chair

/s/ Ashley Hoffman
Ashley Hoffman

/s/ Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

/s/ Kathy Schulz
Kathy Schulz

/s/ Pam Bostwick
Pam Bostwick

/s/ Shirley Williams
Shirley Williams

/s/ Kaelyb Lokrantz
Kaelyb Lokrantz

/s/ Angelina Reyes
Angelina Reyes

/s/ J. Russell Podzilni
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Rich Bostwick, Vice Chair

Mary Beaver

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

_____.

Mary Mawhinney, Chair

FISCAL NOTE:

This resolution accepts a \$500,000 3 year grant for expanding the OWI Court Program. The required \$169,921 match will be in-kind. No additional County funds are required.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to § 59.52(19), Wis. Stats and to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the adopted 2020 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

**AUTHORIZING ACCEPTANCE OF THE BUREAU OF JUSTICE ASSISTANCE
ADULT DRUG COURT AND VETERANS TREATMENT COURTS:
ADULT DRUG COURTS GRANT FUNDS, AMENDING THE 2020 BUDGET AND
CREATING ONE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

The U.S. Department of Justice, through the Bureau of Justice Assistance, has appropriated funding for grants to implement and enhance treatment court services to reduce opioid, stimulant, and substance abuse. Rock County submitted an application to expand its Operating While Intoxicated (OWI) Treatment Court Program to include 4th and 5th offense OWIs in addition to the 3rd offense OWIs that are currently being served in the program. In October 2020, Rock County's application was approved in the amount of \$674,958 including \$500,000 in federal aid and a \$169,921 in-kind services match, and \$5,037 in program income. This grant is for three years, beginning October 1, 2020, and will be primarily used for the Human Services Department to expand its OWI Treatment Court services to hire a 1.0 FTE master's level, dually credentialed Behavioral Health Clinician and provide the corresponding supports, including three hours/week of psychiatry time, to expand the OWI Court program. This expansion will be overseen by the Rock County Criminal Justice Coordinating Council which acts as the advisory body to the OWI Treatment Court.

This position will cease upon completion of the grant when all grant funds are expended. At that time, the County Board will decide whether to continue funding the position and/or the services it provides.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY

Human Services Board
SUBMITTED BY



Marci Taets
DRAFTED BY

November 13, 2020
DATE DRAFTED

**AMENDING THE 2020 HSD BUDGET TO ACCEPT ADDITIONAL FUNDS
FROM THE STATE OPIOID RESPONSE 2 (SOR2) GRANT
AND CREATING 1.0 FTE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

- 1 **WHEREAS**, Rock County has received funding through the State of Wisconsin Department of Health
- 2 Services Division of Care and Treatment Services (DCTS) for its Opiate Treatment Program since 2017;
- 3 and,
- 4
- 5 **WHEREAS**, the amount of the DCTS award has increased every year, most recently from \$226,288 in
- 6 federal fiscal year 2020 to \$380,095 in federal fiscal year 2021; and,
- 7
- 8 **WHEREAS**, these awards exceeded the amount of funding anticipated by Rock County Human Services
- 9 by a total of \$178,862; and,
- 10
- 11 **WHEREAS**, it is necessary to amend the 2020 budget to accept the additional funds; and,
- 12
- 13 **WHEREAS**, the FFY21 award funded through the State Opioid Response 2 (SOR2) grant for the
- 14 period 9/30/2020 - 9/29/2021 allows for the treatment of individuals with opioid use disorder, co-
- 15 occurring opioid use disorder and stimulant use disorder, and stimulant use disorder; and,
- 16
- 17 **WHEREAS**, the additional funds will support expanded treatment to provide co-occurring care
- 18 services through the hiring of a 1.0 FTE Master’s level, dually credentialed Behavioral Health
- 19 Clinician as well as continued support for psychiatry, nursing, case management and all levels of care
- 20 available through community providers; and,
- 21
- 22 **WHEREAS**, funding will also be used to purchase a computer, telephone and hotspot for the new
- 23 Clinician position; and,
- 24
- 25 **WHEREAS**, this is a grant-funded position, ending upon completion of the grant/depletion of grant
- 26 funds.
- 27
- 28 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 29 assembled this ____ day of _____, 2020, does hereby authorize the acceptance of \$178,862 in
- 30 additional grant funding from the State of Wisconsin Department of Health Services Division of Care
- 31 and Treatment Services.
- 32
- 33 **BE IT FURTHER RESOLVED**, the County Board approves the creation of the grant-funded 1.0 FTE
- 34 Master’s Level Behavioral Health Clinician position and authorizes the Human Services Department to
- 35 fill this position and purchase the IT equipment necessary to support this role; and,
- 36
- 37 **BE IT FURTHER RESOLVED**, that the 2020 Rock County Human Services Department budget be
- 38 amended as follows:

Amending the 2020 HSD Budget to Accept Additional Funds from the State Opioid Response 2 (SOR2)
Grant and Creating 1.0 FTE Master Level Behavioral Health Clinician

Page 2

	Budget at <u>11/13/20</u>	Increase <u>(Decrease)</u>	Amended <u>Budget</u>
39			
40 <u>Account/Description</u>			
41			
42 <u>Human Services Department</u>			
43 <u>Source of Funds</u>			
44 36-3693-0000-42100/			
45 Federal Aid	121,754	178,682	300,436
46			
47 <u>Use of Funds</u>			
48 36-3690-0000-61100/			
49 Regular Wages	3,128,432	55,745	3,184,087
50 36-3690-0000-61400/			
51 FICA	216,760	4,264	221,024
52 36-3690-0000-61510/			
53 Retirement	194,528	3,763	198,291
54 36-3690-0000-61610/			
55 Health Insurance	514,282	16,466	530,748
56 36-3690-0000-61620/			
57 Dental Insurance	14,786	473	15,259
58 36-3690-0000-61630/			
59 Life Insurance	663	12	675
60 36-3690-0000-68399/			
61 STR Opioid Allocation	(85,966)	(80,723)	(166,689)
62 36-3693-0000-62176/			
63 Laboratory	5,000	5,725	10,725
64 36-3693-0000-62210/			
65 Telephone	0	785	785
66 36-3693-0000-64604/			
67 Program Expense	30,788	47,501	78,289
68 36-3693-0000-67130/			
69 Terminals and PCs	0	1,400	1,400
70 36-3693-0000-68208/			
71 Allocated Outpatient	85,966	123,271	209,237

Respectfully submitted,

HUMAN SERVICES BOARD

/s/ Brian Knudson
Brian Knudson, Chair

/s/ Ashley Hoffman
Ashley Hoffman

/s/ Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

/s/ Kathy Schulz
Kathy Schulz

/s/ Pam Bostwick
Pam Bostwick

/s/ Shirley Williams
Shirley Williams

/s/ Kaelyb Lokrantz
Kaelyb Lokrantz

/s/ Angelina Reyes
Angelina Reyes

/s/ J. Russell Podzilni
J. Russell Podzilni

Amending the 2020 HSD Budget to Accept Additional Funds from the State Opioid Response 2 (SOR2) Grant and Creating 1.0 FTE Master Level Behavioral Health Clinician

Page 3

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Rich Bostwick, Vice Chair

Mary Beaver

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

Date

FISCAL NOTE:

This resolution accepts and authorizes the expenditure of \$178,682 in federal funds for the Opioid Treatment Program. No additional County funds are required for the acceptance of these funds.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats., and to accept grant funds pursuant to § sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2020 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

EXECUTIVE SUMMARY**AMENDING THE 2020 HSD BUDGET TO ACCEPT ADDITIONAL FUNDS
FROM THE STATE OPIOID RESPONSE 2 (SOR2) GRANT
AND CREATING 1.0 FTE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

Rock County received additional funding for the Opiate Treatment Program from the State of Wisconsin Department of Health Services Division of Care and Treatment Services (DCTS) in both federal fiscal year 2020 and federal fiscal year 2021. Our total award increased from \$226,288 in FFY20 to \$380,095 in FFY21. The FFY20 award, which ended on 9/29/20, exceeded the budgeted amount by \$24,875 and the FFY21 award, which is for the grant period 9/30/2020-9/29/2021, exceeded the budgeted amount by \$153,807, resulting in a need to accept \$178,862 in additional funding at this time.

Rock County has received grant funding for the Opiate Treatment Program since 2017. The FFY21 award funded through the State Opioid Response 2 (SOR2) Grant allows for the treatment of individuals with opioid use disorder, co-occurring opioid use disorder and stimulant use disorder, and stimulant use disorder. This grant is projected to serve 65 individuals with complex treatment needs. The additional funds will support expanded treatment to provide co-occurring care services through the hiring of a 1.0 FTE Master's level, dually credentialed Behavioral Health Clinician. The new clinician will collaborate with the existing grant-funded treatment team including psychiatry, nursing and case management. These funds will also allow access for all levels of care, including community providers, residential treatment, and sober living support.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS



Josh Smith
INITIATED BY

Sara Beran and Josh Smith
DRAFTED BY

Health Services Committee
SUBMITTED BY

December 2, 2020
DATE DRAFTED

CREATING A 0.7 FTE NURSING SUPERVISOR POSITION AND AMENDING THE 2021 BUDGET

1 **WHEREAS**, during adoption of the 2021 Rock County Budget a 0.7 FTE Nursing Supervisor
2 position focused on behavioral health was eliminated from the recommended budget in order to fund a
3 1.0 FTE Nurse Practitioner position; and,
4

5 **WHEREAS**, this 0.7 FTE Nursing Supervisor position, while new, was to replace the 0.7 FTE
6 Nursing Supervisor focused on infection control that was recommended (and approved) to become a
7 1.0 FTE Infection Preventionist, which resulted in a schedule change for the Infection Preventionist to
8 no longer work weekends to provide weekend supervisory coverage; and,
9

10 **WHEREAS**, this new 0.7 FTE Nursing Supervisor position is needed to provide weekend supervision
11 of the facility during the a.m. shift, and not having this position in place will cause disruption to the
12 schedules of other staff who will be required to rotate working weekends to provide this coverage;
13 and,
14

15 **WHEREAS**, when not providing weekend supervisory coverage, this position would provide
16 supervisory-level nursing coordination consistent with Rock Haven’s behavior health policies, which
17 will not only provide better care for residents but also promote improved compliance with state and
18 federal requirements; and,
19

20 **WHEREAS**, given the increasing needs of Rock Haven residents in this area, an increased focus on
21 nursing-level care to work with residents, families, medical providers, the interdisciplinary team, and
22 the facility’s psychiatric consultant is appropriate.
23

24 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
25 assembled this _____ day of _____, 2020 does hereby create a 0.7 FTE Nursing Supervisor
26 focused on behavioral health and amend the 2021 budget as follows:
27

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
32-7500-7100-46400	-0-	78,038	78,038
Working Capital			
<u>Use of Funds</u>			
32-7500-7100-61101	977,451	78,038	1,055,489
Supervisor Wages/Benefits			

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Tom Brien, Chair

Mary Beaver, Vice Chair

Kevin Leavy

Ron Bomkamp

Kathy Schulz

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J Russell Podzilni

Alan Sweeney

Bob Yeomans

Mary Beaver

FISCAL NOTE:

This resolution authorizes the use of \$78,038 in Rock Haven Working Capital to fund the creation of the 0.7 FTE Nursing Supervisor.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended. While it is not typical to recommend this funding source for ongoing costs, it is more typical to do so when a department has its own fund balance rather than drawing on the County's General Fund. While no application of Rock Haven working capital was included in the 2021 budget as adopted by the County Board, both the 2019 and 2020 adopted budgets included working capital applications of \$140,000 and \$60,000, respectively, to make Rock Haven's budget balance. This is a necessary trade-off to better staff both weekend supervision of the facility and the resident population with behavioral health needs.

/s/ Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Finance Director

Executive Summary

The proposed 0.7 FTE Behavioral Health Nurse Supervisor will work every other weekend AM shift as the Nurse Supervisor overseeing the entire building in addition to implementing and managing a robust behavior management program.

When not fulfilling supervisor duties, the Behavioral Health Nurse Supervisor is responsible for supporting and closely coordinating the mental and physical health care of residents with their medical provider and, when appropriate, other mental health providers. In this role, the Behavioral Health Nurse Supervisor provides behavioral interventions using evidence-based techniques and systematically tracks treatment response and monitors changes in clinical symptoms and treatment side effects. This position will participate in regularly scheduled caseload consultation with the psychiatric consultant and communicate resulting treatment recommendations to the patient's medical provider. The intent of the position is not to create another provider but instead monitor programs and document resident progress and treatment recommendations in electronic health record so it can be shared with medical providers, psychiatric consultant, and other treating providers to ensure appropriateness of each individual resident's behavior management plan. The Behavioral Health Nurse Supervisor will also facilitate treatment plan changes for residents who are not improving as expected in consultation with the medical provider and the psychiatric consultant. This is secondary to a gradual dose reduction program.

The Behavioral Health Nurse Supervisor is an asset to the staff for continuous hands on education, training and support to staff as it relates to managing the ever growing needs of the mental health population. They are to be a resource and advocate for staff, residents and families when caring for individuals with challenging behaviors in the skilled nursing home setting. The opportunity for the supervisor position on the weekend also allows for stronger leadership skills and support to the staff when challenging behaviors arise during times when there is not the presence of management in the building.

It is in the best interest of Rock Haven residents to have this position available to meet the resident's mental and physical needs. The person-centered approach of the Behavioral Health Nurse Supervisor will complement nursing staff to provide quality care.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Administrator Josh Smith
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Corporation Counsel Richard Greenlee
DRAFTED BY

December 9, 2020
DATE DRAFTED

CONTINUING CORONAVIRUS RESPONSE EMPLOYEE LEAVE PROGRAMS

1 **WHEREAS**, in March of 2020, the United States Congress passed H.R. 6201, known as the Families
2 First Coronavirus Response Act, (P.L. 116-127) which among other items, established two leave
3 programs that certain employers, including units of local government, were required to establish and
4 administer for their employees; and

5
6 **WHEREAS**, the first leave program was the Emergency Paid Sick Leave program (“EPSL”), under
7 which, employees were provided with 80 hours of paid sick leave if they experienced one of six
8 qualifying events related to the coronavirus: (1) The employee is subject to a Federal, State, or local
9 quarantine or isolation order related to COVID-19; (2) The employee has been advised by a
10 health care provider to self-quarantine due to concerns related to COVID-19; (3) The employee is
11 experiencing symptoms of COVID-19 and seeking medical diagnosis; (4) The employee is caring for
12 an individual who is subject to an order as described in subparagraph (1) or has been advised as described
13 in subparagraph (2); (5) The employee is caring for a son or daughter of the employee, if the son or
14 daughter’s school or place of care has been closed, or the child care provider of the employee’s son or
15 daughter is unavailable, due to COVID-19 precautions; or (6) The employee is experiencing any
16 other substantially similar condition specified by the Secretary of Health and Human Services in
17 consultation with the Secretary of the Treasury and the Secretary of Labor; and

18
19 **WHEREAS**, employees who take EPSL for qualifying reasons (1)-(4) are paid their regular base wage
20 for those hours, and employees who take EPSL for qualifying reasons (5) & (6) are paid two-thirds of
21 their base wage and may be supplemented with other leave available to the employee such as vacation,
22 holiday, or comp time; and

23
24 **WHEREAS**, the second leave program was the Emergency Family Medical Leave program (“EFMLA”)
25 under which employees were provided 12 weeks of job protected leave if they employee is unable to
26 work (or telework) due to a need for leave to care for child because their child’s school or place of care
27 has closed or unavailable due to the coronavirus; and ,

28
29 **WHEREAS**, under the EFMLA, employees can receive up to 10 weeks of paid leave, paid at two-thirds
30 of the employees normal base wage, and may supplement with other leave available to the employee such
31 as vacation, holiday or compensatory time; and

32
33 **WHEREAS**, both the EPSL and the EFMLA expire on December 31, 2020 and without extension or
34 replacement by Congress, the leave established by both programs will be unavailable to Rock County
35 Employees after that date.

36
37 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
38 this _____ day of _____, 20__ establishes the following Coronavirus Related Employee
39 Leave Policy to supplement the other employee leave programs available to Rock County Employees
40 and which shall begin on January 1, 2021:

Definitions

41
42
43
44 *Eligible Employees:* For the purposes of taking leave under the Emergency Family Leave pursuant to
45 this Resolution, ‘eligible employees’ are employees who have been employed by the County for at
46 least 30 calendar days. Consistent with prior decision made by the County pursuant to section 3105
47 of the Families First Coronavirus Response Act the County, the County continues to exclude health
48 care providers and first responders as eligible employees.

49

50 *Child Care Provider:* the term ‘child care provider’ means a provider who receives compensation for
51 providing child care services on a regular basis.

52

53 *First Responder:* The term ‘first responder’ means any employee who works for the following
54 departments: Rock County Communications Center (911), Rock County Medical Examiner’s Office,
55 or the Rock County Youth Services Center. ‘First responder’ also includes the following personnel
56 the Rock County Sheriff’s Office: Employees who are members of the collective bargaining units
57 represented by the Correctional Officers Association, the Deputy Sheriffs Association, and the
58 Deputy Sheriff Supervisors Association; all employees in the Emergency Management Bureau; the
59 Chief Deputy; and all employees holding the rank of commander or captain.

60

61 *Health Care Provider:* The term ‘health care provider’ means any employee who works for the
62 following departments: Rock Haven Nursing Home, and Rock County Public Health Department.

63

64 *Public Health Emergency:* The term ‘public health emergency’ means an emergency with respect to
65 COVID-19 declared by a Federal, State, or local authority.

66

67 *Qualifying Need Related to a Public Health Emergency:* The term ‘qualifying need related to a
68 public health emergency’ means the employee is unable to work (or telework) due to a need for leave
69 to care for their son or daughter under 18 years of age of the employee because the employee’s son or
70 daughter’s school or place of care has closed, or the child care provider of the employee’s son or
71 daughter is unavailable due to a public health emergency.

72

73 *School:* the term ‘school’ means an elementary school or secondary school as such terms are defined
74 in section 1801 of the Elementary School and Secondary Education Act of 1965 (20 U.S.C. § 7801).

75

76 **Temporary COVID Related Paid Sick Leave**

77

78 **Generally**

79

80 In addition to the sick leave provided under Section 18.515 of the Rock County Code of Ordinances,
81 all employees, except as provided below, immediately upon the start of employment shall be
82 provided Temporary COVID Related Paid Sick Leave under this Resolution. Temporary COVID
83 Related Paid Sick Leave may be used by an employee under this Resolution to the extent that the
84 employee is unable to work (or telework) due to a need for leave because:

85

- 86 (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to
87 COVID-19;
- 88 (2) The employee has been advised by a health care provider to self-quarantine due to concerns
89 related to COVID-19;
- 90 (3) The employee is experiencing symptoms of COVID-19 and seeking medical diagnosis;
- 91 (4) The employee is caring for an individual who is subject to an order as described in subparagraph
92 (1) or has been advised as described in subparagraph (2); or
- 93 (5) The employee is caring for a son or daughter of the employee, if the son or daughter’s school
94 or place of care has been closed, or the child care provider of the employee’s son or daughter
95 is unavailable, due to COVID-19 precautions.

96

97 For the purposes this Resolution, health care providers and first responders are only considered
98 eligible employees for the purposes of taking Temporary COVID Related Paid Sick Leave under
99 subparagraphs (1), (2), (3), & (4). The terms ‘health care provider’ and ‘first responder’ shall have
100 the same meaning as those terms are defined under the definitions section of this Resolution above.

101

102 **Hours of Leave Available and Compensation**

103

104 An employee shall be entitled to Temporary COVID Related Paid Sick Leave in the amount of 80
105 hours for 1.0 FTE employees and, for less than 1.0 FTE employees, a number of hours equal to the
106 number of hours that such employee works, on average, over a 2-week period. In the case of an
107 employee whose schedule varies from week to week to such an extent that the County is unable to
108 determine with certainty the number of hours the employee would have worked during a standard pay
109 period if such employee had not taken leave under the Temporary COVID Related Paid Sick Leave
110 pursuant to this Resolution, compensation shall be calculated as follows:

111

- 112 (6) A number of hours in a standard pay period equal to the number of hours that the employee was
 113 scheduled per day over the 6-month period ending on the date on which the employee takes
 114 Temporary COVID Related Paid Sick Leave, including hours for which the employee took any
 115 type of leave; or
 116 (7) If the employee did not work for a 6-month period, the reasonable expectation of the employee
 117 at the time of hiring of the average number of hours per day during a standard pay period that
 118 the employee would normally be scheduled to work.
 119

120 If Temporary COVID Related Paid Sick Leave is used in accordance with subparagraphs (1), (2), or
 121 (3) of this Resolution, then the employee's pay during such leave shall be paid at the employee's
 122 regular rate of pay except that such payment shall be limited to \$511 per day and \$5,110 in the
 123 aggregate. If Temporary COVID Related Paid Sick Leave is used in accordance with subparagraphs
 124 (4), or (5) of this Resolution, then the employee's pay during such leave shall be paid at two thirds of
 125 the employees regular rate of pay, except that such payment shall be limited to \$200 per day and
 126 \$2,000 in the aggregate.
 127

128 Employees may, at their election, supplement their Temporary COVID Related Paid Sick Leave with
 129 the use of any accrued paid leave to which the employee may otherwise be eligible to take under the
 130 Rock County Personnel Ordinance, or the Administrative Policy and Procedure Manual to increase
 131 their compensation to an amount equal to the compensation the employee would have received if
 132 such employee had not used Temporary COVID Related Paid Sick Leave.
 133

134 **Order of Use and Carry Over**

135
 136 Temporary COVID Related Paid Sick Leave under this Resolution shall not carry over from 1 year to
 137 the next and shall not be eligible for pay-out under section 18.515 of the Rock County Code of
 138 Ordinances.
 139

140 Temporary COVID Related Paid Sick Leave provided to employees under this Resolution shall cease
 141 beginning with the employee's next scheduled work shift immediately following the termination of
 142 the need for paid sick leave under subparagraphs (1)-(5) above. Upon cessation of Temporary
 143 COVID Paid Sick Leave, the employee must return to work, or if qualified, use other available paid
 144 or unpaid benefit time under the Rock County Personnel Ordinance or the Administrative Policy and
 145 Procedure Manual.
 146

147 **COVID Related Family Leave**

148 **Generally**

149
 150 Eligible employees are entitled to take COVID Related Family Leave because of a qualifying need
 151 related to a public health emergency. Such leave shall be taken in the same manner leave provided
 152 under the Family Medical Leave Act in accordance with Policy 5.12 of the Administrative Policy and
 153 Procedure Manual, except as provided under this Resolution. Leave under this Resolution shall be in
 154 addition to any leave available under Policy 5.12.
 155
 156

157 **Relationship to Paid Leave:**

158
 159 The first 10 days for which an employee takes leave because of a qualifying need related to a public
 160 health emergency shall be unpaid. An employee may elect to substitute any accrued paid leave to
 161 which the employee may otherwise be eligible to take under the Rock County Personnel Ordinance,
 162 or the Administrative Policy and Procedure Manual for unpaid leave.
 163

164 After taking leave because of a qualifying need related to a public health emergency under this
 165 Resolution for 10 days, the employee shall be paid as follows:
 166

- 167 (1) An amount that is equal to two-thirds of the employee's regular rate of pay; and
 168 (2) For the number of hours the employee would otherwise be normally scheduled to work during
 169 a standard pay period (or the number of hours calculated for a varying schedule employee
 170 below).
 171 (3) Capped at \$200 per day and a maximum of \$10,000 in the aggregate.
 172

173 In the case of an employee whose schedule varies from week to week to such an extent that the
 174 County is unable to determine with certainty the number of hours the employee would have worked

175 during a standard pay period if such employee had not taken leave under this policy, compens 11.H.(4)
176 shall be calculated as follows:

- 177
- 178 (4) A number of hours in a standard pay period equal to the number of hours that the employee was
179 scheduled per day over the 6-month period ending on the date on which the employee takes
180 leave under this policy, including hours for which the employee took any type of leave; or
181 (5) If the employee did not work for a 6-month period, the reasonable expectation of the employee
182 at the time of hiring of the average number of hours per day during a standard pay period that
183 the employee would normally be scheduled to work.

184

185 Employees may supplement paid leave under this policy with accrued paid leave to which the
186 employee may otherwise be eligible to take under the Rock County Personnel Ordinance or
187 Administrative Policy and Procedure Manual to make up any difference in pay based upon the
188 number of hours the employee would otherwise be normally scheduled to work as provided above.

189

190 **Return to Work After Leave**

191

192 Employees returning to work after a period of leave under this policy shall return in accordance with
193 the provisions set forth in Policy 5.12 of the Administrative Policy and Procedure Manual.

194

195 **BE IT FURTHER RESOLVED** that any leave program established by this Resolution shall expire upon
196 a determination made by the County Board Staff Committee that a leave program has been established
197 by any act or regulation of the State of Wisconsin or Federal Government which would adequately
198 substitute any leave program created pursuant to this Resolution such that employees would not be
199 substantially disadvantaged by the discontinuance and replacement of the leave programs established by
200 this resolution, or upon October 1, 2021, whichever comes first, and upon such expiration all unused
201 leave balances under this resolution shall extinguish.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Louis Peer

Rich Bostwick, Vice Chair

J. Russell Podzilni

Mary Beaver

Alan Sweeney

Tom Brien

Bob Yeomans

Kevin Leavy

CONTINUING CORONAVIRUS RESPONSE EMPLOYEE LEAVE PROGRAMS

Page 2

FISCAL NOTE:

Based on the usage of the federal EPSL and EFMLA programs in 2020, the County program is estimated to cost approximately \$300,000 in 2021. Transfers may be needed throughout the year in various departmental budgets to cover the cost of this program.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.22(2), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

COVID-19 will remain present in the community into 2021, and federally required leave benefits will expire at the end of 2020. Providing a supplemental leave program that provides incentive for COVID-positive or -exposed staff to not bring the virus into the workplace and to care for ill family members is a reasonable step to help control the spread. Providing a leave option to staff who are challenged with child care due to school or day care closures and who are otherwise unable to work remotely would support employee families in a difficult time.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

In March of 2020, the United States Congress passed H.R. 6201, known as the Families First Coronavirus Response Act (FFCRA), which among other items, established two leave programs that certain employers, including units of local government, were required to establish and administer for their employees.

The first leave program was the Emergency Paid Sick Leave program (EPSL), under which employees were provided with 80 hours of paid sick leave if they experienced one of six qualifying events related to the Coronavirus. The second leave program was the Emergency Family Medical Leave (EFMLA) program, under which employees were provided 12 weeks of job protected leave if they employee is unable to work (or telework) due to a need for leave to care for child because their child's school or place of care has closed or unavailable due to the coronavirus. Both the EPSL and the EFMLA expire on December 31, 2020, and without extension or replacement by Congress, the leave established by both programs will be unavailable to Rock County Employees after that date.

This resolution establishes a Rock County-specific Coronavirus Related Employee Leave Policy, which largely mirrors the current federally required leave programs, to supplement the other employee leave programs available to Rock County Employees. The policy would begin on January 1, 2021.

Temporary COVID Related Paid Sick Leave

The first of two programs under this policy, referred to as Temporary COVID Related Paid Sick Leave, may be used by an employee under this Resolution to the extent that the employee is unable to work (or telework) due to a need for leave because:

- (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
- (2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
- (3) The employee is experiencing symptoms of COVID-19 and seeking medical diagnosis;
- (4) The employee is caring for an individual who is subject to an order as described in subparagraph (1) or has been advised as described in subparagraph (2); or
- (5) The employee is caring for a son or daughter of the employee, if the son or daughter's school or place of care has been closed, or the child care provider of the employee's son or daughter is unavailable, due to COVID-19 precautions.

Temporary COVID Related Paid Sick Leave would provide up to 80 hours (pro-rated for part-time staff) of paid leave.

COVID Related Family Leave

The second program under this policy, referred to as COVID Related Family Leave, would provide an additional 10 weeks of job-protected leave to employees who must care for a child due to a school or day care closure.

The amount an employee would be paid under both programs can vary, is subject to limits, and can be supplemented by an employee's own accrued paid leave balances for which they would otherwise be eligible to take.

When the County implemented the federally required programs earlier in 2020, it made a decision to exclude first responders and health care providers from being able to access child care-related leave due to concerns about staffing shortages in critical response areas. This resolution would continue that decision.

Any leave program established by this resolution would expire upon a determination made by the County Board Staff Committee that a leave program has been established by the State of Wisconsin or federal government that would adequately substitute any leave program created pursuant to this resolution such that employees would not be substantially disadvantaged by the discontinuance and replacement of the leave programs established by this resolution, or upon October 1, 2021, whichever comes first.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

November 17, 2020
DATE DRAFTED

**TO RATIFY THE 2021 LABOR AGREEMENT BETWEEN ROCK COUNTY
AND DEPUTY SHERIFF'S ASSOCIATION**

- 1 **WHEREAS**, the County is subject to 111.70 of the Wisconsin Statutes; and
- 2
- 3 **WHEREAS**, representatives of the Deputy Sheriff's Association have met with the County's Bargaining Team
- 4 in an attempt to arrive at a mutual agreement on wages, hours and conditions of employment; and
- 5
- 6 **WHEREAS**, the proposed wage settlement represents an across the board wage increase of 2% on January 1,
- 7 2021 and an additional 1% on July 1, 2021; and
- 8
- 9 **WHEREAS**, the membership of the Association has ratified the agreement; and,
- 10
- 11 **WHEREAS**, a summary of the contractual agreement is attached.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
- 14 _____ day of _____, 2020 does hereby ratify the terms and conditions of the 2021 labor
- 15 agreement between Rock County and the Deputy Sheriff's Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Puviance, Chair

J. Russell Podzilni

Rich Bostwick, Vice Chair

Alan Sweeney

Mary Beaver

Bob Yeomans

Tom Brien

Kevin Leavy

Louis Peer

TO RATIFY THE 2021 LABOR AGREEMENT BETWEEN ROCK COUNTY AND THE DEPUTY
SHERIFF'S ASSOCIATION

Page 2

FISCAL NOTE:

	<u>Base Compensation</u>	<u>Add'l Base Compensation</u>	<u>Total Base Compensation</u>
2021	5,387,311	134,683	5,521,994

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTICE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 111.70, Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended. This action is consistent with the direction provided by the County Board.

/s/ Josh Smith

Josh Smith
County Administrator

TO RATIFY THE 2021 LABOR AGREEMENT BETWEEN ROCK COUNTY AND THE DEPUTY
SHERIFF'S ASSOCIATION

Page 3

Executive Summary

The Rock County bargaining team met with representatives of the Rock County Deputy Sheriff's Association (DSS) to negotiate a successor agreement. The sides were able to reach a tentative agreement for 2021. The union has ratified this one year settlement.

There are several language changes in the tentative agreement that include a modification to the bereavement language to align with county-wide changes, a one year extension of a multi-day special team memorandum of understanding, and a uniform allowance clarification. The across the board (ATB) wage settlement provides for a 2% increase on January 1, 2021 and an additional 1% increase on July 1, 2021 to be added to each cell in the wage matrix. In addition, Martin Luther King Jr Holiday is added to the designated holiday schedule.

AGREEMENT BETWEEN
Rock County, Wisconsin
&
Rock County Deputy Sheriff's Association
2021

Agreement

This Agreement made and entered into this _____ day of _____, 2020
by and between Rock County, Wisconsin hereinafter referred to as County and the
Rock County Deputy Sheriff's Association, hereinafter referred to as the Association.

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ARTICLE I - RECOGNITION

1.01

The County recognizes the Association as the exclusive collective bargaining representative for all non-ranking deputies, and detectives below the rank of lieutenant, employed by the County in classifications set forth in Appendix A, but excluding all other employees accordance with WERC Case CXXXVI, No. 27879 ME-1994 dated August 28, 1981.

ARTICLE II - MANAGEMENT RIGHTS

2.01

Responsibilities. The management of the Department and the direction of the working force is vested exclusively in the Sheriff, including, but not limited to the right to hire or appoint, suspend, demote, discipline or discharge for cause (all pursuant to the provisions of Wis. Stats. 59.26) for the Sheriff's Department to transfer or layoff for economic or other legitimate reasons, to determine the type, kind and quality of service to be rendered to the citizenry, to determine the location, operation and type of any physical structures or facilities of any division or shift within a division, to plan and schedule service, work shifts and training programs, to establish reasonable work rules, to determine what constitutes good and efficient County service and all other functions of management and direction not expressly limited by the terms of this Agreement. The Association expressly recognizes the prerogative of the County and the Sheriff to operate and manage its/his affairs in all respects in accordance with it/his responsibilities.

ARTICLE III - PROBATIONARY PERIOD

3.01

Length. All newly hired employees shall serve a probationary period of one (1) year of continuous service, except newly hired employees who have not been certified as law enforcement officers by the State of Wisconsin as of their date of hire, in which case the employee shall serve a probationary period of one (1) year, plus a period of time equal to the time spent in law enforcement certification training as established by the State Law Enforcement Standards Board. During such probationary period, they shall not attain any seniority rights and shall be subject to dismissal at the sole discretion of the Employer and without recourse to appeal the dismissal through the grievance procedure hereinafter provided.

3.02

Probationary Period for Promotions. Employees promoted to positions in the classification of Detective shall serve a probationary period of one (1) year. Each probationary Detective shall be evaluated midway during and one month prior to completion of his/her probationary period.

If the employee failed in the sole judgment of the Department Head to successfully complete the probationary period, the employee shall have the right to return to his/her former position.

3.03

Completed Probationary. Upon the successful completion of the probationary period, the employee shall have seniority rights from the date of original hire.

3.04

Right to Return to the Association after Promotion. Any member of the Association who accepts a promotion within the Sheriff's Department to a position in the Supervisor's Association or a unilateral command position, shall retain the right to return to the Association. Any employee who returns to the Association under this provision will have the seniority that the employee had as of the date of promotion, except that for benefit purposes, all years of continuous employment will be counted.

ARTICLE IV - LEAVES OF ABSENCE

4.01

Length. Leaves of absence without pay for periods not in excess of six months in any year, may in the discretion of the department head be granted in writing to any employee who has completed his/her probationary period, providing such employee does not accept employment elsewhere. Failure to grant leave of absence shall not be subject to the grievance procedure. The employee to whom written leave of absence has been granted shall be entitled at the expiration of the time stated on such leave to be reinstated to a comparable position or the one in which he/she was employed at the time the leave was granted. The Association shall be provided with a copy of the written leave by the Employer at the time such leave is granted.

4.02

Anniversary Date. When a leave of more than thirty days is granted, the employee's anniversary date shall be advanced by the amount of time that the leave exceeds thirty days and such time shall not be counted for the purpose of computing salary increments, except leave necessary for illness, injury or Family Medical Leave when member has no sick time left.

4.03

Military Leave. Leaves of absence shall be automatically granted all full-time employees who are called or volunteer for military service and such employees shall be reinstated to at least their former job level or classification at the expiration of their military service, all pursuant to the provisions of Wis. Stats. 45.50 and Title 38 of the Federal Code as it applies to military leave.

ARTICLE V - HOLIDAYS

5.01

Paid Holidays. Employees shall be granted the following holidays off with pay:

- 1) New Year's Day,
- 2) Martin Luther King Day
- 3) Memorial Day,
- 4) July 4th,
- 5) Labor Day,
- 6) Thanksgiving Day,
- 7) Friday following Thanksgiving,
- 8) December 25 and three "floating" holidays to be selected by the employee. New employees who commence employment on or after July 1, of each year shall be granted only two "floating" holidays.

What day the holiday falls on. If the holiday falls on a regular scheduled day of work for an employee on a 5-2, 5-3 schedule, the employee shall be compensated at one and one-half times the employees' normal hourly rate of pay and the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a regular scheduled day off for an employee on a 5-2, 5-3 schedule, the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a weekend for an employee on a 5-2 schedule, the employee will be granted a day in lieu thereof off with pay. Any such requested days off shall be granted subject to the approval of the Sheriff with regard to the particular day requested.

Employees called into work on a holiday shall receive the overtime rate for all hours worked in addition to the holiday pay.

Requests for Holiday Time Off. Requests for holiday time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Holiday requests will be granted only after all vacation requests have been approved. After February 1, all holiday requests will be approved on a first come, first serve basis, with no regard to seniority. Holidays may be used in increments as small as one-quarter (1/4) hour at a time, except Floating Holidays which must be used in single day increments.

Holiday on a 5-2 Schedule. An employee on a 5-2 schedule who works eight (8) hours on a holiday shall receive one and one-half (1 1/2) times the employee's normal hourly rate of pay and will be paid eight (8) hours of holiday pay or granted a day off with pay in lieu thereof, at the employee's option. If an employee on a 5-2 schedule works less than eight (8) hours on a holiday, he/she shall receive one and one-half (1 1/2) times the employee's normal hourly rate of pay for hours worked and eight (8) hours of pay for the holiday.

Court Officers must be available, as necessary, to staff holiday court proceedings. When Court Officers are needed to work on a holiday, the work will be offered by seniority. If the work cannot be assigned voluntarily, it will be assigned by reverse seniority.

Holiday Pay Out if Hired After May 1, 1998. Employees hired on or after May 1, 1998 shall have the right to accumulate and must use their holidays within twelve (12) months of earning said holiday. If not used, the holiday will be paid out.

Holiday Pay Out if Hired Before May 1, 1998. Employees hired prior to May 1, 1998 may elect to have any accumulated holidays paid out. The Employee shall provide two weeks written notice to the Sheriff's Office and Human Resources Department prior to the requested payment date. The hours will be paid through normal payroll and not be paid in a separate check.

ARTICLE VI - VACATIONS

6.01

Length. All regular full-time employees shall earn vacation from the most recent date of employment followed by uninterrupted employment. Leaves of absence pursuant to Article VII shall not be counted as an interruption of employment.

6.02

Schedule. Employees shall be entitled to annual paid vacations as follows: Upon the completion of one year, ten working days; in addition, employee shall be entitled to one additional day of vacation per year for each additional year of employment up to a maximum of twenty-two working days of paid vacation per year.

6.03

Vacation Grids. Employees hired after February 1, 2002 shall be entitled to annual paid vacation as follows: upon the completion of one year, ten working days. Each year starting with the completion of 5 years of service, an employee shall receive 1 additional day of paid vacation up to a maximum of 25 days according to the following schedule:

After 5 years -	11 days	After 13 years	- 19 days
After 6 years -	12 days	After 14 years	- 20 days
After 7 years -	13 days	After 15 years	- 21 days
After 8 years -	14 days	After 16 years	- 22 days
After 9 years -	15 days	After 17 years	- 23 days
After 10 years -	16 days	After 18 years	- 24 days
After 11 years -	17 days	After 19 years	- 25 days
After 12 years -	18 days		

Employees hired prior to February 1, 2002 will receive vacation as specified in Article 6.02 until the employee's length of service would provide more vacation under Article 6.03, at which time the employee will be placed in the vacation scheduled specified in Article 6.03. Effective January 1, 2014 Employees hired after February 1, 2002 shall be entitled to annual paid vacation as follows: upon the completion of one year, ten working days. Each year starting with the completion of 2 years of service, an employee shall receive 1 additional day of paid vacation up to a maximum of 25 days according to the following schedule:

After 2 years -	11 days	After 10 years -	19 days
After 3 years -	12 days	After 11 years -	20 days
After 4 years -	13 days	After 12 years -	21 days
After 5 years -	14 days	After 13 years -	22 days
After 6 years -	15 days	After 17 years -	23 days
After 7 years -	16 days	After 18 years -	24 days
After 8 years -	17 days	After 19 years -	25 days
After 9 years -	18 days		

Employees hired prior to February 1, 2002 will receive vacation as specified in Article 6.02 until the employee's length of service would provide more vacation under Article 6.03, at which time the employee will be placed in the vacation scheduled specified in Article 6.03.

6.04

Staffing. The number of employees on vacation within a given shift or division at any given period shall be determined by the Sheriff.

6.05

Selection. Choice of vacation time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Vacation may be used in increments as small as one-quarter (1/4) hour at a time. Preference (by seniority) shall be granted to full day increments. After February 1, all vacation requests will be approved on a first come, first serve basis, with no regard to seniority.

6.06

Consecutive Weeks. Employees may take two consecutive weeks of their earned vacation and with prior approval of the Sheriff, may take all their earned vacation consecutively.

6.07

Termination. Employees who give at least two weeks prior notice of termination of employment, and employees or the heirs thereof, whose services are terminated due to discharge (except for dishonesty), retirement or death shall receive all earned vacation based on months of service on a pro-rata basis. A fractional month of employment shall be counted

as a whole month when the fraction is one-half or more and dropped when less than one-half. Payment shall be made in full on the next regular payday after termination.

ARTICLE VII - SICK LEAVE

7.01

Accumulation. Each full-time employee shall accumulate one sick leave day with pay for each month or major fraction thereof of employment until a total of one hundred-fifty days has been accumulated.

7.02

Notice. Sick leave pay shall begin on the first day of absence for illness and notice shall be given by the employee at least two hours prior to his/her starting time, if possible. Failure to give such notice which is due to the carelessness or negligence of the employee shall result in a forfeiture of one days sick leave pay to which such employee would otherwise be entitled. Sick leave may be used in increments as small as one-quarter (1/4) hour at a time.

7.03

Retirement or Voluntary Termination. An employee who leaves the service voluntarily after fifteen years or more of service, shall receive payment in money for accumulated sick leave up to, but not exceeding one hundred days. The employee shall notify his/her supervisor thirty days prior to date of separation from service. A day shall be defined as a regular working day in computing the payment in money. Payment shall be made in full on the next regular payday after retirement.

Survivor Benefit. In the event of a death of an employee who is still in service, the County shall pay in money for any of his/her accumulated sick leave, to his/her surviving spouse, if any and then to his/ her children if any and then to his/her heirs at law.

7.04

Bereavement Leave. In the event of a death an employee may be excused from work without loss of pay for up to a maximum of thirty-two (32) hours annually for the purpose of attending a person's wake, visitation, memorial service, funeral, or make necessary arrangements regarding the person's death, within a reasonable time after the occurrence.

No more than (32) hours can be used for the same person.

If additional time is required beyond the thirty-two (32) hours annually, an employee may request to use accumulated vacation, holiday or comp-time. Sick leave cannot be used.

Bereavement leave cannot be accrued from one year to the next.

Bereavement leave can be used in increments of quarter hours.

All leaves under this section shall be prorated based upon the employee's FTE.

7.05

Pallbearer Pay. In the event an employee is requested to act as a pallbearer for a funeral not otherwise eligible for funeral leave, he/she shall be granted no more than one day to serve without loss of pay.

7.06

Worker's Compensation. In the event of illness or injury incurred as a direct result of a service related incident, an employee shall be paid his/her regular salary provided that he/she returns all weekly payments from Worker's Compensation to the County. Said payments shall continue for a period not to exceed two calendar years.

7.07

Sick Leave Payment. Employees with at least ten years of service who have accumulated more than one hundred days of sick leave may elect to be paid in cash for those days beyond one hundred at a rate of one day of sick leave equals one-half day pay. Employees must notify the department through sign-up, of their intention to collect such pay for sick leave before December 1, of each year. Employees failing to notify the department as required will not be permitted to sign up until the following year. Said payout shall be for a time accrued as of December 31, of the year the election is made, and shall be paid out on the second paycheck in January.

ARTICLE VIII - HOURS OF WORK, WAGES AND CLASSIFICATIONS

8.01

Work Schedule. The hours of work for all regular full-time employees shall average forty hours per week annually. The workweek shall be five (5) days on/two (2) days off, five (5) days on/three (3) days off schedule, or a straight five (5) days on/two (2) days off schedule. Those regular full-time employees working a straight five (5) days on/two (2) days off schedule shall be paid for eighty (80) hours on a bi-weekly basis.

8.02

Typical Work Shifts. The hours of work for employees assigned the work schedule of five (5) days on/two (2) days off, five (5) days on/three (3) days off, shall be on either the first shift (7:00 am to 3:00 pm), second shift (3:00 pm to 11:00 pm), mid-shift (7:00 pm to 3:00 am), or third shift (11:00 pm to 7:00 am). All employees on this shift schedule shall report to work one-half (1/2) hour prior to commencement of their shift. It is understood and agreed that employees may be called for emergency work at any time.

Atypical Work Shifts. Exemptions from the above scheduled hours may be adopted for Detectives, Process Servers, Court Officers, Support Service Officers, and Narcotics Officers. Such employees shall work a 5-2 schedule with workdays and hours as follows:

Civil Process: Monday thru Friday, 8:00 am to 4:00 pm/1:00 pm to 9:00 pm;

Detectives: Regularly Scheduled--Monday thru Friday, 7:30 am to 3:30 pm/3:00 pm to 11:00 pm;

Bureau of Identification: Regularly Scheduled Monday thru Friday, 7:00 am to 3:00 pm or 8:00 am to 4:00 pm.

Narcotics Officer: flex hours only;

Support Service Officer: 7:00 am to 3:00 pm, Monday thru Friday;

Court Officers: Monday thru Friday, 7:00 am to 3:00 pm/8:00 am to 4:00 pm/9:00 am to 5:00 pm./10:00 am to 6:00 pm. The Court Officer shall be regularly assigned to one of these scheduled shifts.

The hours of employees who are exempt from Article 8.02 (A) shall be scheduled in advance and in writing.

Should the Department establish new assignments, the County and the Association shall negotiate required schedules. Assignments under this provision shall be made following the posting of such assignment for employees to sign indicating an interest. Said assignments shall be on a voluntary basis. If there are not qualified signers the position shall be filled using paragraph 8.02(a).

Shift Preference. The Employer shall continue the practice of considering request for shift preference based on seniority, subject to the staffing requirements of the Employer; however, such request must only be honored when a vacancy or staffing change occurs; no bumping shall be allowed.

Detective Weekend Coverage. In order to ensure weekend coverage, detectives will be assigned to weekend and holiday on-call status on a rotating basis. Detectives assigned to weekend investigative on-call status shall limit their activities while on-call so as to be able to respond to the Sheriff's Office following the below listed conditions:

1. A cell phone shall be provided to the detective on call.
2. One detective shall be responsible for on-call status for each day over the weekend. Detectives shall be allowed to switch assigned weekends or days within the weekend, with notice to and approval of a supervisor. Approval will not be unreasonably denied.
3. The detective shall respond in person to the Sheriff's Office as soon as practicable, but not longer than a two-hour period of receiving an alerting page or call.
4. On-call detectives shall maintain themselves in a fit-for-duty condition while on call.
5. A weekend of investigative on-call shall be defined as the time period from 11:00 PM on Friday until 7:30 AM on the following Monday.

Detective On-Call. Compensation for this on call status shall be as follows:

1. On-call detectives will be compensated with four (4) hours of compensatory time or (4) hours straight time for each day they are scheduled on call for a total of eight (8) for each weekend.
2. This on-call system shall also apply to holidays. The Thursday and Friday Thanksgiving holidays and subsequent weekend shall be separated into two separate on-call assignments.
3. If called into duty, the call-in provision of the collective bargaining agreement shall apply in addition to the compensation provided in this agreement.

4. The use of compensatory time earned under this agreement shall be according to Article 8 – Hours of Work, Wages and Classifications, Section 8.10 – Compensatory time off/Overtime Payment.
5. Assignment of on-call weekends shall be completed after the vacation selection process. First, the Department shall post a sign-up sheet for all weekends and holidays from February 1, of the current year to January 31 of the following year. Selection of the on-call weekends and holidays shall be offered by seniority. After all detectives have selected by seniority, open on-call weekends and holidays shall be assigned on a rotating basis, starting with the least senior detective. Seniority referred to in this section means seniority based on detective rank date.

Alert Status Pay. The Sheriff, or authorized designee, may place an employee in alert status via voice contact or confirmed electronic communication during which the employee shall be available and ready for duty when contacted within one hour. An employee placed in alert status shall receive an hourly rate equal to 15% of the top patrol Deputy's hourly rate for every hour in which they are in alert status, with a four (4) hour minimum.

8.03

Overtime. Employees working a 5-2, 5-3 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight and one-half (8 1/2) per day. Employees working a 5-2, 5-2 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight hours per day and forty hours per week. Overtime shall be computed on base salary plus shift differential. Employees called into work who report to work shall be compensated on a minimum of two (2) hours of pay at said overtime rate.

If a vacation, holiday or compensatory time is scheduled at least 24 hours in advance, and is subsequently cancelled by management, the employee will be paid time and one-half (1 1/2) for hours worked and will retain the vacation, holiday or compensatory time in the appropriate bank. If the employee works less than eight (8) hours, he/she will be paid time and one-half (1 1/2) for hours worked and the remainder of the eight (8) hours will be paid as vacation, holiday or compensatory time off, whichever was to be used for the off time. If the partial day was scheduled as a floating holiday, the floating holiday time not used to complete the eight (8) hour day will be transferred to the employee's regular holiday bank.

8.04

Maintain Work Unit Staffing Levels. Volunteer overtime shall be offered to Deputy Sheriff's based upon seniority at the Deputy rank. Mandatory overtime shall be ordered by reverse seniority if no volunteers are available. Deputy Sheriff Supervisors are not eligible for volunteer overtime or mandated overtime to maintain Deputy Sheriff staffing in a work unit.

Special Events or Extra Duty Posting. Overtime anticipated for special events (i.e. 4-H Fair, etc.) or extra patrol (Highway Safety Projects and Water Patrol) shall be posted. Deputy Sheriffs who sign postings shall be selected on the basis of seniority for each block of overtime offered. For unfilled Deputy overtime vacancies, Deputy Sheriff Supervisors will be selected for overtime by rank and seniority.

8.05

Subpoena Pay. Employees who are not on duty shall receive time and one-half pay for all time in court when subpoenaed by court to appear in traffic, civil and criminal cases directly to their employment with Rock County or when specifically requested by the Sheriff, Office of District Attorney or Corporation Counsel. Employees whose services are required under this provision and who are not on duty shall receive a minimum of two (2) hours pay at time and one-half. There shall be a maximum of three (3) subpoenas per day.

8.06

Subpoena Cancellation Pay. Employees who are subpoenaed to testify on off-duty time and are not notified of the cancellation or dismissal of said subpoena at least twenty-four hours prior to the time scheduled for appearance, shall be paid two hours of pay at their regular rate of pay. There shall be a maximum of two (2) canceled subpoenas per day.

8.07

Classification. Each employee presently employed or hired after adoption of this contract shall be classified by job title as listed under Appendix A under "Classification". The anniversary date of employment shall determine the step placement and Section 8.07 of Article VIII shall be used to determine the progression.

8.08

Pay Progression. Employees shall normally be hired at Step A as set forth in the applicable appendix-classification schedule and shall then be advanced to Step B upon completion of twelve months of service, to Step C upon completion of twenty-four months of service, to Step D upon completion of forty-eight months of service, to Step E upon completion of eighty-four months of service, and to Step F upon completion of one-hundred forty-four months of service.

Lateral Transfer Pay/Vacation Credit. The Sheriff may determine that a particular appointment be made above the entrance pay rate, up to Step D, in recognition of relevant experience and/or exceptional qualifications. In this scenario, the employee will receive completion credits, as labeled in the wage schedule, towards step progression. For example, if the employee is awarded Step B they have earned 12 months toward movement to Step C. These completion credits only apply to step progression and no other benefits or seniority. Upon completion of the probationary period, the completion credits shall be applied to the employee's vacation allotment up to Step D.

8.09

Pay Schedule. The classification and salary steps listed in Appendix A shall be in effect on the date specified in the appendix.

8.10

Pay Date. Employees shall be paid every two weeks.

8.11

Compensatory Time Off/Overtime Payment. A Deputy may select to be paid for all of his/her overtime at the rate of time and one-half, or take his/her overtime in a comp-time procedure at the rate of time and one-half not to exceed a total of 80 hours. All time accumulated over the 80 hours would automatically be paid at a rate of time and one-half. Utilization of said leave shall be subject to authorization of the shift commander or appropriate supervisor.

Comp time may be used in one-quarter (1/4) increments.

Compensatory time must be taken in the calendar year in which it was generated or it will be paid out on the 25th pay date of the calendar year in a separate check.

8.12

Field Training Officer Pay. Deputies who perform the duties of a Field Training Officer shall receive one (1) hour of straight-time to be taken as pay or comp-time for each four hour period or substantial portion thereof.

8.13

Canine Handler. Employees that are employed as full-time canine handlers shall be compensated as follows:

A. The regular workday for canine handlers will consist of seven and one-quarter hours. The handler will be compensated for eight hours of work—the additional three quarters hour of pay is compensation to the canine handler for home care of their canine. Care is defined as time spend at the canine handler's home while off-duty, feeding, grooming, yard and kennel cleaning, and exercising the canine. Care does not include police canine training, as training time will normally be provide during the canine handler's regular duty hours.

B. The canine handler shall receive three-quarters of an hour of benefit time to be taken as straight pay if caring for the canine on non-work days or on a benefit day off.

C. If the canine handler kennels his or her assigned dog at County expense, he or she will not have his or her workday schedule reduced by the three-quarters of an hour, nor will he or she be compensated for the care of the dog.

D. The canine handler will be eligible to receive appropriate benefits during the three-quarters of an hour provided for in this section, including but not limited to, workers compensation benefits if the canine handler experiences a work-related injury during the three-quarter of an hour that he or she is caring for the canine.

E. The canine handler's shift will still begin with briefing, and the canine handler will report for his or her shift in accordance with the terms of this contract. Any law enforcement related work conducted after the canine handler's scheduled seven and one-quarter hour shift will be compensated at the rate of time and one-half.

F. The canine handler will be provided with an appropriately equipped vehicle that is personally assigned to the handler, and that the handler may take home. The vehicle shall not be used for personal use.

G. All costs associated with maintain the Canine Unit, including equipment (e.g. outdoor pen/kennel, grooming supplies, etc.) food, veterinary costs, kennel costs, certification,

licensing, and training shall not be borne by the canine handler. The Sheriff or his or her designee must approve all non-routine expenses, including veterinary costs, in advance. The final decision to make any expenditure, including veterinary costs, will be made by the Sheriff or his or her designee.

H. The canine is the property of the County of Rock. The County of Rock will carry proper insurance coverage and indemnify the canine handler from liability resulting from the proper performance of the canine handler's job duties.

I. The Sheriff or his or her designee shall determine the appropriate training related to the canine handler and canine. The Sheriff, in his or her sole discretion, reserves the right to remove the handler or the canine from the assignment due to unsatisfactory performance.

J. The canine handler will not receive compensation for commuting to work for regular duty hours, nor for carrying a Sheriff's Office telephone or pager. On-call status is not in effect for any canine handler. When canine handlers are called in for duty during their off-duty hours, they will be compensated at time and one half starting with travel time to the call location and will receive a minimum of two (2) hours of pay at said overtime rate. Upon completion of all duties related to the call out, including travel time back to the Sheriff's Office or residence (whichever is shorter) from a mutual aid call, compensation is ended.

K. Canine handler call-ins should be made on a rotating basis between handlers, when practicable, depending upon availability and/or specialized canine training.

L. The Sheriff or his or her designee reserves the right to determine the shift assignment of the canine handler. The shift structure and hours shall be that established by this Collective Bargaining Agreement.

M. Selection of canine handlers will be based on a posted section process determined by the Sheriff.

N. If there is more than one canine handler they will select their shift and day-off rotation on the basis of seniority within the Canine Unit. Shifts and day=off rotations available for selection by canine handlers will be determined by the Sheriff or his or her designee.

O. Canine handlers may occasionally need to perform non-law enforcement, work-related duties (such as veterinary visits) outside of their regular work hours. Canine handlers will participate in one four-hour training block per month with other handlers or canine helpers, under the direction of the Canine Unit Supervisor. Canine handlers may accrue earned compensatory time off, on an hour-for-hour basis to perform these tasks and the monthly training.

P. Employees selected to be canine handlers must make a 5-year commitment with the understanding that the actual length of the assignment may be influenced by the service life of the dog. No assignment will extend beyond the five years, unless mutually agreed upon by the handler and the Sheriff's Office.

Q. The canine handler will be required to be a resident of Rock County.

R. As per Standard Operating Procedure 5.12(IV)(A)(2), selection as a canine handler will be considered an assignment and will not impede any officer's future opportunities for promotion.

S. When the canine is retired (at the end of its effective working life, as determined by the Sheriff or his or her designee) the County must offer the canine to its handler for \$1. If an officer ceases to be a canine handler (voluntarily or otherwise) during the effective life of the canine, the Sheriff or his or her designee will determine the disposition of the canine.

T. The parties acknowledge that the Fair Labor Standards Act ("FLSA"), entitles the parties to agree to a reasonable number of hours per month for the performance of off duty canine duties. The hours derived at in this section were determined after an actual inquiry of deputies previously assigned as canine handlers. It is the intent to the parties through the provisions of this section to comply with the requirements of the FLSA. In addition, both parties believe that this section does comply with the requirements of the FLSA.

8.14

Recreational Safety Deputy. Deputies assigned to fill the Recreational Safety Deputy shall be subject to the following working terms:

A. The assigned deputies shall be exempted from the standard scheduling practices in section 8.02 of this agreement and will be assigned as follows:

1. During the off-peak period of Labor Day to Memorial Day the hours for this position will be Monday through Friday 7:00 am to 3:00 pm. However, if there is a weekend event or other scheduled recreational safety related duties, deputies assigned as Recreational Safety Deputies may be assigned an adjusted schedule. Every attempt will be made to give the employee as much notice as possible about the change in schedule.

2. During the peak period of Memorial Day to Labor Day Deputies assigned as a Recreational Safety Deputy shall work an eight hour shift from 11:00 am to

7:00 pm five days a week, including Friday, Saturday, and Sunday. However, if there is a weekend event or other scheduled recreational safety related duties, deputies assigned as Recreational Safety Deputies may be assigned an adjusted schedule. Every attempt will be made to give the employee as much notice as possible about the change in schedule. It is understood, that the employee will receive at least one scheduled weekend off per month.

- B. Overtime for this position shall receive time and one-half for all hours worked in excess of eight hours per day and forty hours per week. All other terms and conditions of section 8.03 in this Agreement shall apply. Benefit time will be calculated on an hour for hour basis.
- C. Recreation Safety overtime assignments will be awarded based on seniority within the team, however, preference will be given to allow one of the fulltime Recreational Deputies the opportunity to work the assignment, when possible, to help ensure safe and proper operation of all equipment.
- D. Recreational Deputy Call-ins should be made on a rotating basis between Deputies, when practicable, depending on availability and/or specialized training. Deputies who report to work shall be compensated on a minimum of two hours of pay at said overtime rate.
- E. The Recreational Safety Deputies shall be provided with an appropriately equipped vehicle that is personally assigned to the unit.
- F. Selection of Recreational Safety Deputies will be based on a posted selection process determined by the Sheriff, or his or her designee.
- G. Deputies assigned to this position shall receive a second shift premium.

8.15

Special Event Deputies. The Sheriff may appoint one or more Special Events Deputies for the purposes of providing traffic control at special events, security at the Rock County 4-H Fair, mental health transports, providing detention and courtroom services, hospital guard duty and other related supported law enforcement activities as assigned by the Sheriff's Office. Special Events Deputies will be utilized only in lieu of mandating a deputy for overtime. The number of Special Events Deputies will not exceed twelve at any given time. The Special Event Deputy must legally be able to carry a firearm. Rock County will assist the Special Event Deputy in obtaining their certification with the Wisconsin Law Enforcement Standards Board and the required twenty-four hours of in-service training to maintain such certification. The Special Event Deputies will be limited to working not more than twenty hours per week.

ARTICLE IX - BENEFITS IN LIEU OF WAGES

9.01

Life Insurance. The County having elected to participate in the State Life Group Insurance Program for employees of Wisconsin Municipalities, pursuant to the provisions of Wisconsin Statutes 40.20, shall continue to so participate with the County paying ninety-five percent of the total cost thereof, with coverage of \$1,000 for each \$1,000 of annual base salary or fraction thereof.

9.02

Uniform Allowance. Effective January 1, 2014 each full-time employee shall be granted an annual uniform allowance of \$1,025.00. This shall be paid to the employee on or before January 15 of each year by separate check. Newly hired employees who leave the County employment within one calendar year of date of employment, shall be required to return all uniform equipment purchased by the County. Employees may purchase bullet-proof vests from their basic allowance.

Any employee promoted into a new position, that requires a new uniform, will be granted a uniform allowance equivalent to the annual uniform allowance to be paid after the date of promotion by a separate check.

9.03

Health Insurance. A group comprehensive major medical plan shall be in force for all full-time employees, the premiums for which shall be paid by the County. In addition, all full-time employees shall have the like coverage provided for their spouse and children, the expense of which shall be provided by the County during the term of the contract. During the term of the contract the health insurance plan in effect will not be modified except by mutual agreement of the parties. The schedule of medical benefits will be modified as specified in Appendix B.

9.04

Health Insurance For Retirees.

- A. Effective January 1, 2014, for employees retiring after attaining age 53, the County shall pay 100% of the health insurance premiums for the applicable coverage for the retired and eligible dependents in until such time as the employee becomes eligible for coverage under any federal health insurance plan, which is understood to be Medicare / Medicaid eligible. No retiree retiring after January 1, 2020 shall be able to stay enrolled on any Health Insurance Plan other than the plan currently offered to Rock County's ordinary employees.
- B. Employees desiring to retire as early as age 50, 51 or 52 shall be allowed to pay their insurance related costs inclusive of health premiums through use of their PEHP. Upon attaining age 53, the health insurance premiums shall be paid by the County in accordance with the terms of the agreement as appears in paragraph A above.
- C. If a Deputy upon retirement does not have sufficient funds available to pay health insurance premiums until age 53 through the use of his or her PEHP, then he or she may participate in the health insurance plan upon the following conditions:
1. The Deputy must have at least fifteen (15) years of continuous services with the Rock County Sheriff's Office.
 2. The Deputy must pay the annual premium cost yearly in advance to age fifty-three (53) based upon the known premium at the time of retirement. There will be an annual adjustment and payment by the deputy or County to reflect changes in the actual premium amount.

9.05

Dental Insurance. A group dental insurance plan shall be made available by the County. The coverage and benefit level shall be as set forth in Appendix C of this Agreement. Only employees working one-half time or more shall be eligible to participate in said program. The costs for said premiums shall be shared as follows:

The Employer shall pay 60% of applicable premium and the employee shall pay 40% of the applicable premium.

9.06

Retirement.

A. For all employees hired prior to July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1) and shall contribute the full employee's contribution of the employee's earnings as required by 40.05(l)(a)(3) less three (3%) percent.

For all employees hired after July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1). The Employee shall contribute the full employee's contribution of the employee's earnings as required by 40.05(l)(a)(3).

B. In addition to the amount in A above, the County shall pay the benefit adjustment contribution equal to one percent of earnings beginning January 1, 1986 as set forth in Section 40.05(2m), Wisconsin Statutes (1983-84)

C. Such retirement contributions made by the Employer as listed in 9.05 (A) above, shall be reported by the Employer to the Wisconsin Retirement System in the same manner as though deducted from the earnings of said employees. It is understood and agreed between the parties hereto that such payments made by the Employer shall not be considered municipality contributions.

9.07

Education.

Tuition Reimbursement. The County shall reimburse employees for the full cost of their tuition and books for approved police science, criminal justice or related courses in an accredited vocational/technical school, college or university. Reimbursement for tuition shall be limited to the highest level for in-state tuition for such courses at UW-Whitewater or Blackhawk Technical or UW-Rock County. Further said reimbursement shall be limited to the tuition charge for a full-time student per semester. No reimbursement shall be required of the County that would be a duplication of payment for educational benefits received by the employee from another source other than assistance from a private source. Such courses are subject to prior approval in writing by the Sheriff or his representative; however, such approval shall not be unreasonably withheld. Reimbursements will be limited to courses for

one (1) approved Bachelor's Degree program and/or one (1) approved Master's Degree program.

Premium Incentive. In addition to the regular wage schedule, employees who have obtained a bachelor's degree in police science or a related field approved by the Sheriff or LEAA guidelines, shall receive an additional \$125 per month. Employees who have attained an associate degree in police science or related field as approved by the Sheriff or LEAA guidelines shall receive in addition to their regular salary \$50.00 per month. Employees hired on or after May 1, 1998 will not be eligible for the associate degree payment until 1-1-2019. In addition to the regular wage schedule, employees who have obtained a master's degree in police science or a related field approved by the Sheriff or LEAA guidelines, shall receive an additional \$150.00 per month. In order to receive such incentive the employee must submit an official transcript or a copy of their official conferred diploma to the Human Resources Department.

Tuition Reimbursement Upon Termination. In the event an employee should cease his/her employment with the Sheriff's Department (exceptions; retires at age 50, is laid-off, death or accepts other employment with Rock County) within two years of the date of the last payment of any tuition by the County, he/she shall reimburse the County a sum of money equal to 25% of tuition payments made by the County on his/her behalf during the last three years of employment. Said reimbursement to be made in the form of a deduction from the employee's final paycheck.

9.08

Shift Differential. All employees who work on second shift shall receive one percent of their base pay as shift differential. Employees working third shift or mid-shift or as narcotics officer shall receive two percent of their base pay as a shift differential. Employees who work as a civil process deputy and whose actual hours of work include four (4) or more hours during second shift shall receive one percent of their base pay as a shift differential for all hours worked during that shift. Said payments shall be added to their base pay and shall be computed to the nearest cent per hour.

9.09

Physical Examinations. Each employee may have a physical examination every three years. The County will determine the scope of the examination and pay the full cost of the exam. The County will select the provider of the examination. When the County's Health Insurance Policy provides coverage for physicals that does not incur deductibles, this section does not apply.

9.10

PEHP. The County shall make available a Post-Employment Health Plan (PEHP) program in accordance with appropriate IRS regulations. See Appendix D.

9.11

Meal Reimbursement. (See County Personnel Ordinance Section 18.626.)

9.12

Retiree Firearm Qualification. Retirees who wish to maintain the appropriate firearms qualifications and carry a Sheriff's retiree ID card may do so free of charge with the Rock County Sheriff's Office provided he or she shoots with his or her own weapon and supplies his or her own ammunition.

ARTICLE X- GRIEVANCE PROCEDURE

10.01

Definition. Any dispute which may arise from a complaint by an employee or the Association with respect to the interpretation of the terms and conditions of this Agreement, shall be subject to the following grievance procedure unless expressly excluded from such procedure by the terms of this Agreement. Grievances resulting from discipline shall begin processing at Step 2. Time limits set forth herein may be extended upon mutual agreement of the parties.

10.02

Procedure.

Step 1. The employee and/or the Association Committee shall present the grievance, orally or in writing, involving matters of interpretation of the terms and conditions of this Agreement to the most immediate supervisor who has the authority to make adjustments in the matter within 14 calendar days of the

alleged grievance or the time the employee can reasonably have been expected to have knowledge of said grievance.

The supervisor shall respond within 7 calendar days. If the grievance is denied, said denial shall be in writing.

Step 2. If the grievance is not resolved at Step 1 within 7 calendar days from the date of the written denial in Step 1, the employee and /or the Association Committee shall present the grievance in writing to the Sheriff or his/her designee, who shall attempt to adjust the grievance. The Sheriff or his/her designee, shall meet with the employee, and/or the Association representative within 7 calendar days following receipt of the written grievance. The Sheriff, or his/her designee, shall provide a written response to the employee or Association representative, within 14 calendars of the meeting.

Step 3. If a satisfactory settlement is not reached in Step 2 it shall be presented in writing to the Human Resources Director by the employee or the Association Committee and/or the Association representative no later than 7 calendar days after receipt of the Sheriff's decision. Within 14 calendar days, the Human Resources Director shall meet with the parties to discuss the grievance and attempt to settle the matter. If there is no settlement, the Human Resources Director shall provide a decision in writing to the Association within 14 calendar days following the meeting of the parties.

Step 4. If a satisfactory settlement is not reached in Step 3 within 14 calendar days after the date the Human Resources Director's written response is due, the County or the Association may serve written notice upon the other that the grievance issue shall be arbitrated.

Within 7 calendar days thereafter, the parties shall meet and attempt to agree upon an arbitrator. If the parties fail to agree upon an arbitrator within 14 calendar days following said notice of arbitration, the parties shall request the Wisconsin Employment Relations Commission to submit a panel of 5 arbitrators. In the event the parties do not agree upon one of the 5 arbitrators, the moving party shall strike two names and the opposing party shall strike 2 names and the individual remaining shall serve as arbitrator to hear the dispute. The arbitrator shall have jurisdiction and authority only to interpret the specific provision aggrieved and shall not amend, delete, or modify any of the express provisions of this Agreement.

10.03

Costs. The decision of the arbitrator shall be final and binding upon the parties. The cost of arbitration shall be borne equally by the parties, except that each party shall be responsible for the costs of any witnesses testifying on its behalf. Upon mutual consent of the parties, more than one grievance may be heard before one arbitrator.

ARTICLE XI - DUES DEDUCTION

11.01

Dues Deduction.

- A. The Employer agrees to deduct monthly dues in the amount certified by the Association from the pay of employees who individually sign a dues deduction authorization form supplied by the Authorization. This deduction shall include any Local Association dues which the employee has authorized to be deducted in conjunction with the WPPA/LEER dues (the "combined dues").
- B. It shall be the Association's responsibility to obtain dues authorization forms from new employees and provide them to employer no less than 30 days prior to the date in which dues deductions are to commence.
- C. The Employer shall deduct the combined dues amount each month for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the Association, in one lump sum not later than the end of the month in which the deduction is made.
- D. Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association.

- E. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees in the bargaining unit who apply consistently with the either the WPPA or local Association Constitution and By-Laws. No employee shall be denied membership because of race, creed, color, sex or other legally protected class status.

11.02

Modifications. Changes in dues amounts to be deducted shall be certified by the Association at least four weeks before the start of the pay period the increased deduction is to be effective.

11.03

Hold Harmless. It is understood and agreed that the Association will refund to the employer or the employee involved any dues erroneously deducted by the employer and paid to the Association. The Association shall indemnify, defend and save the Employer harmless against any and all claims, demands, suits or other forms of liability, including court costs, that shall arise out of or by reason of action taken or not taken by the Employer in reliance upon employee payroll deduction authorized forms submitted by the Association to the Employer. If it should be ruled by a court of competent jurisdiction that this indemnification clause, or any part of it, is void as against public policy, then 11.01 Dues Deduction shall become null and void and shall no longer be considered a part of this contract. The parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such article or part.

ARTICLE XIII - LAYOFF, RECALL

12.01

Criteria. When it becomes necessary to reduce the workforce for any reason, the layoffs shall be based upon ability to perform available work as determined by the department head based upon written records and reports. When abilities are stated to be equal, seniority shall prevail.

12.02

Notice. The department head shall notify each person to be laid-off of all his/her rights, including his/her reinstatement eligibility in writing. Regular employees shall receive at least ten days' notice prior to such layoff.

12.03

Order. No permanent employee shall be laid-off when there are temporary, probationary, state or federal subsidized employees or reserves in the department performing deputy sheriff's functions.

12.04

Recall. Laid-off employees shall be eligible for recall for a period of time equal to their length of service, but in no event longer than two full calendar years. Recall shall be on a seniority basis, unless qualifications are not equal to other laid-off personnel.

ARTICLE XIV - TRAINING TIME

13.01

Compensatory Time Earned. In the event the Sheriff or his authorized representatives post information occasionally relating to technical training programs, seminars, and other specialized police training or meetings, and in the event an employee shall voluntarily desire to attend said program during his/her off-duty hours; then any such employee shall receive compensatory time off from his/her regular working hours for substantially the same amount of time spent in attending and traveling to and from said off-duty training programs.

13.02

Compensatory Time-Off. Each employee seeking such compensatory time off shall certify to the Sheriff the number of hours spent at said program, including travel time, during off-duty time and the place where such courses were taken prior to receiving compensatory time off. It is the express intent of the parties hereto that attendance at such approved programs shall be voluntary on the part of the Deputies. Utilization of compensatory time shall be subject to the staffing needs of the department in the judgment of the Sheriff or his authorized representative. Accumulation of compensatory time shall not exceed sixty hours. Authorization to accumulate compensatory time under this provision shall be the responsibility of the Sheriff.

13.03

Flex Shift For Training. The Sheriff, or his/her authorized representative, is authorized to create a flex-shift from 8:00 am to 4:00 p.m. for in-service or mandated training; or a 1:00 p.m. to 9:00 p.m. shift exclusively for Firearms and/or EVOC training. This shift applies to both attendees and instructors of such training. Specialty team training events shall adhere to the listed schedules; unless a different schedule is agreed upon by all affected union members, as well as the Sheriff and/or his/her designee.

13.04

Recruit Academy Training. Probationary Deputies attending a law enforcement academy are not eligible for overtime for the academy daily schedule of Monday through Friday, including, but not limited to, time attending academy classes and travel time. If the academy requires attendance on Saturday or Sunday, the deputy will receive overtime for those hours in attendance. This does not preclude overtime assignments authorized by the Sheriff or designee.

ARTICLE XV - AMENDMENT, LIMITATION, DURATION

14.01

Amendment. This Agreement may be amended anytime during its life by the mutual consent of the parties. Such amendments to be enforceable must be in writing and attached to at least two copies of this Agreement.

14.02

Waiver. This Agreement shall supersede all ordinances or resolutions which are in conflict herewith; however, if any article or section be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or section shall be restrained by such tribunal, the remainder of this Agreement and appendices shall not be affected thereby.

14.03

Duration. This Agreement shall become effective **January 1, 2021** and shall remain in full force and effect through **December 31, 2021** subject to the provisions of Article XV, Section 15.04.

14.04

Re-Opener. Unless either party desires to alter, amend or otherwise change this Agreement upon written notice to the other party no sooner than **January 15, 2021**, and no later than **August 1, 2021** or between the 15th day of June and the 1st day of August in any year thereafter, this Agreement shall be automatically renewed from year to year.

In the event one of the parties desire to alter, amend or otherwise change this Agreement and proper notice is given, but agreement between the parties to the proposed alteration, amendment or other change is not reached prior to the expiration date of this Agreement, and unless other terms are agreed to, this Agreement shall continue in full force and effect until the parties shall agree on the proposed alterations, amendments or other changes.

ARTICLE XVI - DEFINITIONS

15.01

The following terms as hereinbefore used in this Agreement have the following meanings:

- A. Department Head means the Sheriff of Rock County.
- B. Department means the Rock County Sheriff's Office.
- C. Division means the several divisions within the Office.
- D. Shifts:
 1. The 1st shift shall be from 7:00 a.m. to 3:00 p.m.
 2. The 2nd shift shall be from 3:00 pm to 11:00 p.m.
 3. The mid-shift shall be from 7:00 p.m. to 3:00 a.m.
 4. The 3rd shift shall be from 11:00 p.m. to 7:00 a.m.
- E. Step "A" through Step "F" means those salary steps listed in Appendix A.
- F. Immediate Family (See County Personnel Ordinance Section 18.1025).
- G. Association Committee means the committee of members of the Rock County Deputy Sheriff's Association of 5 persons no more than 3 of which may participate in bargaining while on duty and being paid by the County.

ARTICLE XVII – EXECUTION

16.01

This Agreement has been executed in quintuple; one copy to be filed with the County Clerk's Office, one copy to be filed with the Human Resources Director, one copy to be filed with the Sheriff and two copies to be filed with the Association.

Signed this _____ day of _____, 2020.

FOR THE ASSOCIATION:

FOR THE COUNTY:

Rock County Clerk

Appendix A – Wage Schedule

APPENDIX A							
WAGE APPENDIX							
DEPUTY SHERIFF							
1/1/2021							
CLASSIFICATION	Step	1ST	2ND(1%)	3RD & MID (2%)			
<u>DEPUTY SHERIFF</u>							
Hire rate	1/1/2021	A	25.13	25.36	25.63		
After 1 Year	1/1/2021	B	26.51	26.80	27.01		
After 2 Years	1/1/2021	C	28.90	29.17	29.47		
After 4 Years	1/1/2021	D	32.11	32.41	32.75		
After 7 Years	1/1/2021	E	33.01	33.33	33.68		
After 12 Years	1/1/2021	F	35.07	35.43	35.76		
<u>DETECTIVE</u>							
	1/1/2021	C	31.27	31.59	31.92		
	1/1/2021	D	34.52	34.86	35.22		
	1/1/2021	E	36.44	36.84	37.18		
	1/1/2021	F	38.55	38.93	39.31		
APPENDIX A							
WAGE APPENDIX							
DEPUTY SHERIFF							
7/1/2021							
CLASSIFICATION	Step	1ST	2ND(1%)	3RD & MID (2%)			
<u>DEPUTY SHERIFF</u>							
Hire rate	7/1/2021	A	25.38	25.61	25.89		
After 1 Year	7/1/2021	B	26.78	27.07	27.28		
After 2 Years	7/1/2021	C	29.19	29.46	29.76		
After 4 Years	7/1/2021	D	32.43	32.73	33.08		
After 7 Years	7/1/2021	E	33.34	33.66	34.02		
After 12 Years	7/1/2021	F	35.42	35.78	36.12		
<u>DETECTIVE</u>							
	7/1/2021	C	31.58	31.91	32.24		
	7/1/2021	D	34.87	35.21	35.57		
	7/1/2021	E	36.80	37.21	37.55		
	7/1/2021	F	38.94	39.32	39.70		

Appendix B – Explanation of Health Benefits

Employee's Share of Premium: 10%-however the employee can earn back that 10% with completion of the Rock County Healthy Employee Incentive Program (HEIP)

Benefit	Dean or Mercy
Deductible	In Network: \$500 / \$1,500 Out of Network: \$750 / \$2,250
Coinsurance	In Network: 90% Out of Network: 65%
Deductible and Coinsurance Limit	\$3,650/\$7,300
Maximum Total Cost (Medical and Pharmacy)	In Network: Covered at 100% Out of Network: Deductible, then 65% Coinsurance
Preventative Care	In Network: Covered at 100% Out of Network: Deductible, then 65% Coinsurance
Primary Care / Specialty Care Office Visit	In Network: \$15 Copay Out of Network: Deductible, then 65% Coinsurance
Urgent Care	In Network: \$30 Copay Out of Network: \$30 Copay
Emergency Room	In Network: \$300 Copay* Out of Network: \$300 Copay* *ER Copay waived if admitted to the hospital
Inpatient / Outpatient Hospitalization	In Network: Deductible, then 90% Coinsurance Out of Network: Deductible, then 65% Coinsurance
Prescription Drugs	\$10/\$25/\$50/\$150

Appendix C – Schedule of Dental Benefits

2020 Plan Year

LOW PLAN HIGH PLAN

	LOW PLAN	HIGH PLAN
Maximum per participant per calendar year	\$1,000.00	\$1,500.00
Deductible per participant per calendar year	\$25.00*	\$0.00
Maximum family deductible per calendar year	\$75.00*	\$0.00
*Diagnostic (includes)	100%	100%
Diagnostic X-rays		
Oral Examinations		
*Preventive	100%	100%
Ancillary (includes)	100%**	100%
Anesthesia and injections		
Emergency palliative treatment and		
Denture repairs/adjustments		
Restorations		
Regular (Direct Fillings)	100%**	100%
Crowns, inlays, onlays	50%**	70%
Bridges and dentures	0	70%
Oral Surgery	100%**	100%
Endodontics	100%**	100%
Periodontics	100%**	100%
Orthodontic Services	50%	50%
(lifetime max \$1,000, dependents only)		
Dependents covered to age	26	

* APPLIES TO ONLY BASIC AND MAJOR SERVICES

** DEDUCTIBLE APPLY

Appendix D – PHEP Plan

APPENDIX D

Rock County ("Employer") agrees to participate in the Security Benefit Group Healthcare Reimbursement Account (HRA) for Public Sector Labor Association Employees (the Plan) in accordance with the terms and conditions of the Plan's Participation Agreement, a copy of which is attached to this Agreement. The parties hereto designate Security Financial Resources, Inc. to serve as the Plan Administrator for the Plan, or its successors appointed in accordance with the Plan and Trust documents. The Employer agrees to contribute to the Plan on behalf of the following category of employees:

All non-ranking deputies and detectives below the rank of lieutenant, employed by the County in classifications set forth in Appendix A of the collective bargaining agreement, but excluding all other employees in accordance with WERC Case CXXXVI, No. 27879 ME-1994 dated August 28, 1981.

For the term of this Agreement, the Employer shall contribute for each eligible employee the amount of \$25.00 per month into the HRA Medical Expense Reimbursement Account and their gross monthly salaries will be reduced by that amount. Additionally, upon termination, 100 percent of the eligible employee's accumulated sick leave balance that would otherwise have been paid to the eligible employee had the Employer not participated in the Plan shall be deposited into the HRA Insurance Premium Reimbursement Account. In order to minimize the risk of this Plan being found discriminatory under section 105 (h) of the Internal Revenue Code of 1986, as amended ("Code"), the Administrator may request that a contribution amount to a highly compensated eligible employee's account be reduced to the maximum amount contributed on behalf of a non-highly compensated eligible employee. If such a request is made, the reduction amount shall be paid to the employee in the form of wages.

The Employer and Association further agree that for the term of this Agreement, salary or hourly rate of pay, for the sole purpose of computing pensionable wages and overtime rates of pay, shall include the Employer's recurring contributions to the Plan (i.e., not lump sum termination contributions) that would otherwise have been recognized as a pensionable benefit had such amounts not been contributed to the Plan.

The Employer agrees to provide the Security Benefit 457 Deferred Compensation Plan. (Note: this is subject to approval by a separate County Board resolution).

Appendix E – Part-time Deputy Sheriff Positions

APPENDIX E
MEMORANDUM OF UNDERSTANDING
BETWEEN
ROCK COUNTY
&
ROCK COUNTY DEPUTY SHERIFF’S ASSOCIATION

PART-TIME DEPUTY SHERIFF POSITIONS

The County of Rock and the Rock County Deputy Sheriff’s Association agree to the following for the creation of part-time deputy sheriff positions:

Part-time deputies are not covered by any other aspects of the collective bargaining agreement with the Rock County Deputy Sheriff’s Association. They may, at the direction of management, work up to 4600 hours as deputy sheriffs serving in capacities within the Court Services Bureau primarily related to the courthouse security station, but also including custodial transports, courthouse security, and any other function normally completed by a deputy sheriff at the courthouse or at the jail related to the service of the courts.

Part-time deputies, at the direction of management, may work additional hours outside of regular Court Services contractually scheduled hours, only in lieu of mandating a full-time deputy for said hours (with the exception of courthouse security station hours). Volunteer overtime outside of regular Court Services contractually scheduled hours, with the exception of the courthouse security station, would still be offered to full-time Deputy Sheriffs first, by seniority. Part-time deputies will be paid at Step F of the Rock County Deputy Sheriff’s Association contract, without shift premium, regardless of hours worked. They will also receive one half the clothing allowance agreed to for full-time deputies.

The number of part-time deputies will not exceed more than seven (7) at any given time. The part-time deputies must legally be able to carry a firearm. Rock County will assist the part-time deputies in obtaining their certification with the Wisconsin Law Enforcement Standards Board and the required 24 hours in-service training to maintain such certification.

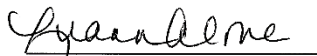
The above-listed language replaces 8.15 Special Event Deputy, located in the current Agreement between Rock County, Wisconsin, and the Rock County Deputy Sheriff’s Association. Language involving the use of special event deputies in the current 2020 contract with the Rock County Deputy Sheriff’s Association is null and void.

Dated this 14th day of February, 2020.

ROCK COUNTY DEPUTY
SHERIFF’S ASSOC.



Luke DuCharme, President



Luann Alme
WPPA Business Agent

COUNTY OF ROCK



Troy J. Knudson, Sheriff



Annette Mikula, Rock County
Human Resources Director

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

November 17, 2020
DATE DRAFTED

**TO RATIFY THE 2021 LABOR AGREEMENT BETWEEN ROCK COUNTY
AND DEPUTY SHERIFF'S SUPERVISORS ASSOCIATION**

- 1 **WHEREAS**, the County is subject to 111.70 of the Wisconsin Statutes; and
- 2
- 3 **WHEREAS**, representatives of the Deputy Sheriff's Supervisors Association have met with the
- 4 County's Bargaining Team in an attempt to arrive at a mutual agreement on wages, hours and
- 5 conditions of employment; and
- 6
- 7 **WHEREAS**, the proposed wage settlement represents an across the board wage increase of 2% on
- 8 January 1, 2021 and an additional 1% on July 1, 2021; and
- 9
- 10 **WHEREAS**, the membership of the Association has ratified the agreement; and, a summary of the
- 11 contractual agreement is attached.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 14 this _____ day of _____, 2020 does hereby ratify the terms and conditions of the 2021
- 15 labor agreement between Rock County and the Deputy Sheriff's Supervisors Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Rich Bostwick, Vice Chair

Mary Beaver

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

TO RATIFY THE 2021 LABOR AGREEMENT BETWEEN ROCK COUNTY AND THE DEPUTY
SHERIFF'S SUPERVISORS ASSOCIATION

Page 2

FISCAL NOTE:

	<u>Base Compensation</u>	<u>Add'l Base Compensation</u>	<u>Total Base Compensation</u>
2021	\$1,926,952	\$48,174	\$1,975,126

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 111.70, Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended. This action is consistent with the direction provided by the County Board.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

The Rock County bargaining team met with representatives of the Rock County Deputy Sheriff's Supervisor's Association (DSS) to negotiate a successor agreement. The sides were able to reach a tentative agreement for 2021. The union has ratified this one year settlement.

There are several language changes in the tentative agreement that include a modification to the bereavement language to align with county-wide changes, a one year extension of a multi-day special team memorandum of understanding, and a uniform allowance clarification. The across the board (ATB) wage settlement provides for a 2% increase on January 1, 2021 and an additional 1% increase on July 1, 2021 to be added to each cell in the wage matrix. In addition, Martin Luther King Jr Holiday is added to the designated holiday schedule.

AGREEMENT BETWEEN

Rock County, Wisconsin
&
Rock County Deputy Sheriff's
Supervisors Association

2021

AGREEMENT

This Agreement made and entered into this _____ day of _____, 2020, by and between Rock County, Wisconsin hereinafter referred to as County and the Rock County Deputy Sheriff's Supervisors Association, hereinafter referred to as the Association.

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ARTICLE I – RECOGNITION

1.01

The County recognizes the Association as the exclusive collective bargaining representative for all sergeants employed by the County, but excluding all other employees in accordance with WERC Case CXXXV, No. 27880 ME-1995, dated August 28, 1981.

ARTICLE II - MANAGEMENT RIGHTS

2.01

The management of the Department and the direction of the working force is vested exclusively in the Sheriff, including, but not limited to the right to hire, or appoint; suspend, or demote, discipline or discharge for cause (all pursuant to the provisions of Wis. Stats. 59.26); to transfer or layoff for economic or other legitimate reasons, to determine the type, kind and quality of service to be rendered to the citizenry, to determine the location, operation and type of any physical structures or facilities of any division or shift within a division, to plan and schedule service, work shifts and training programs, to establish reasonable work rules, to determine what constitutes good and efficient County service and all other functions of management and direction not expressly limited by the terms of this Agreement. The Association expressly recognizes the prerogative of the County and the Sheriff to operate and manage its/his affairs in all respects in accordance with its/his responsibilities.

ARTICLE III - PROBATIONARY PERIOD

3.01

Length. All personnel promoted to higher classifications shall serve a probationary period of twelve months. At the sole discretion of the Sheriff employees deemed to not be performing satisfactorily during the probationary period shall retain the right to return to the position held prior to the instant promotion.

3.02

Seniority Date. Upon successful completion of the probationary period, employee's seniority date in rank shall be the initial date of promotion to that rank within the Rock County Deputy Sheriff's Supervisors Association. "Seniority in rank" shall be used for the purposes of vacation selection and overtime sign-up.

ARTICLE IV - LEAVES OF ABSENCE

4.01

Length. Leaves of absence without pay for periods not in excess of six months in any year, may in the discretion of the department head be granted in writing to any employee who has completed his/her probationary period, providing such employee does not accept employment elsewhere. Failure to grant leave of absence shall not be subject to the grievance procedure. The employee to whom written leave of absence has been granted shall be entitled at the expiration of the time stated on such leave to be reinstated to a comparable position or the one in which he/she was employed at the time the leave was granted. The Association shall be provided with a copy of the written leave by the Employer at the time such leave is granted.

4.02

Anniversary Date. When a leave of more than thirty days is granted, the employee's anniversary date shall be advanced by the amount of time that the leave exceeds thirty days and such time shall not be counted for the purpose of computing salary increments.

4.03

Military Leave. Leaves of absence shall be automatically granted all full-time employees who are called or volunteer for military service and such employees shall be reinstated to at least their former job level or classification at the expiration of their military service, all pursuant to the provisions of Wis. Stats. 45.50 and Title 38 of the Federal Code as it applies to military leave.

ARTICLE V – HOLIDAYS

5.01

Holidays.

A. Each employee shall be granted the following holidays or days in lieu thereof off with pay. 1) New Year's Day; 2) Martin Luther King Day, 3) Memorial Day; 4) July 4th; 5) Labor Day; 6) Thanksgiving Day; 7) Day after Thanksgiving; 8) December 25 and three "Floating" holidays to be selected by the employee. New employees who commence employment on or after July 1, of the year, shall be granted only two "Floating" holidays.

B. If the holiday falls on a regular scheduled day of work for an employee on a 5-2, 5-3 schedule, the employee shall be compensated at one and one-half times the employee's normal hourly rate of pay and the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a regular scheduled day off for an employee on a 5-2, 5-3 schedule, the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a weekend for an employee on a 5-2 work schedule, the employee will be granted a day in lieu thereof off with pay. Any such requested days off shall be granted subject to the approval of the Sheriff with regard to the particular day requested.

Employees called into work on a holiday shall receive the overtime rate for all hours worked in addition to the holiday pay.

C. Requests for holiday time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Holiday requests will be granted only after all vacation requests have been approved. After February 1, all holiday requests will be approved on a first come, first serve basis, with no regard to seniority.

D. Employees on a 5-2 schedule called to work on a holiday shall be compensated at the rate of time and one-half their hourly rate of pay for hours worked in addition to the holiday pay. Employees shall not receive more than two and one-half times their normal rate of pay for holiday hours worked.

E. Employees hired on or after May 1, 1998 shall have the right to accumulate and must use their holidays within twelve (12) months of earning said holiday. If not used, the holiday will be paid out.

5.02

Compensatory Time. If a holiday falls on an employee's scheduled day of work or a scheduled day off, the employee shall have a compensatory day off with pay. Any such requested days off shall be granted subject to the approval of the Sheriff with regard to the particular day requested.

5.03

Effective January 1, 1993, if a holiday falls on an employee's scheduled day of work, the employee shall be paid time and one-half for all hours worked.

ARTICLE VI – VACATION

6.01

Length. All regular full-time employees shall earn vacation from the most recent date of employment followed by uninterrupted employment. Leaves of absence pursuant to Article VII shall not be counted as an interruption of employment.

6.02

Schedule. Effective January 1, 2016, employees shall be entitled to annual paid vacations as follows: Upon the completion of one year, ten working days; in addition, employee shall be entitled to one additional day of vacation per year for each additional year of employment up to a maximum of twenty-five working days of paid vacation per year.

After 2 years – 11 days	After 9 years – 18 days
After 3 years – 12 days	After 10 years --19 days
After 4 years – 13 days	After 11 years – 20 days
After 5 years – 14 days	After 12 years -- 21days
After 6 years – 15 days	After 13 years – 22 days
After 7 years – 16 days	After 17 years – 23 days
After 8 years – 17 days	After 18 years – 24 days
	After 19 years – 25 days

6.03

Staffing. The number of employees on vacation within a given shift or division at any given period shall be determined by the Sheriff.

6.04

Selection. Choice of vacation time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Vacation may be used in single day increments. After February 1, all vacation requests will be approved on a first come, first serve basis, with no regard to seniority. The “freezing of the books” will not be done until after February 1 of each year.

6.05

Start Date. All vacations may commence on the first day following the employee's regular days off.

6.06

Consecutive Weeks. Employees may take two consecutive weeks of their earned vacation and with prior approval of the Sheriff, may take all their earned vacation consecutively.

6.07

Termination. Employees who give at least two weeks prior notice of termination of employment, and employees or the heirs thereof, whose services are terminated due to discharge (except for dishonesty), retirement, or death, shall receive all earned vacation based on months of service on a pro-rata basis. A fractional month of employment shall be counted as a whole month when the fraction is one-half or more and dropped when less than one-half. Payment shall be made in full on the next regular payday after termination.

ARTICLE VII - SICK LEAVE

7.01

Accumulation. Each full-time employee shall accumulate one sick leave day with pay for each month or major fraction thereof of employment until a total of one hundred-fifty days has been accumulated.

7.02

Notice. Sick leave pay shall begin on the first day of absence for illness and notice shall be given by the employee at least two hours prior to his/her starting time, if possible. Failure to give such notice which is due to the carelessness or negligence of the employee shall result in a forfeiture of one days sick leave pay to which such employee would otherwise be entitled.

7.03

Retirement or Voluntary Termination.

A. An employee who leaves the service voluntarily after fifteen years or more of service shall receive payment in money for accumulated sick leave up to, but not exceeding one hundred days. The employee shall notify his/her supervisor thirty days prior to date of separation from service. A day shall be defined as a regular working day in computing payment in money. Payment shall be made in full on the next regular payday after retirement.

B. **Survivor Benefit.** In the event of a death of an employee who is still in service, the County shall pay in money for any of his/her accumulated sick leave, up to, but not exceeding eighty (80) days to his/her surviving spouse, if any and then to his/her children if any, and then to his/her heirs at law.

7.04

Bereavement Leave. In the event of a death an employee may be excused from work without loss of pay for up to a maximum of thirty-two (32) hours annually for the purpose of attending a person's wake, visitation, memorial service, funeral, or make necessary arrangements regarding the person's death, within a reasonable time after the occurrence.

No more than (32) hours can be used for the same person.

If additional time is required beyond the thirty-two (32) hours annually, an employee may request to use accumulated vacation, holiday or comp-time. Sick leave cannot be used.

Bereavement leave cannot be accrued from one year to the next.

Bereavement leave can be used in increments of quarter hours.

All leaves under this section shall be prorated based upon the employee's FTE.

7.05

Pallbearer Pay. In the event an employee is requested to act as a pallbearer, for a funeral not otherwise eligible for funeral leave, he/she shall be granted no more than one day to so serve without loss of pay.

7.06

Worker's Compensation. In the event of illness or injury incurred as a direct result of a service related incident, an employee shall be paid his/her regular salary provided that he/she returns all weekly payments from Worker's Compensation to the County. Said payments shall continue for a period not to exceed two calendar years.

7.07

Sick Leave Payment. Employees with at least ten years of service who have accumulated more than one hundred days of sick leave may elect to be paid in cash for those days beyond one hundred at a rate of one day of sick leave equals one-half day's pay on the first pay date in December of each year. Employees must notify their employer of their intention to collect such pay for sick leave before November 1, of that year.

ARTICLE VIII - HOURS OF WORK, WAGES AND CLASSIFICATIONS

8.01

Work Schedule.

A. The hours of work for supervisors shall average forty (40) hours per week annually. The workweek shall be a five (5) days on/two (2) days off, five (5) days on/three (3) days off schedule or a straight five (5) days on/two (2) days off schedule. Employees working a straight 5-2 schedule shall be paid for eighty (80) hours on a bi-weekly basis.

The hours of work for supervisors assigned the work schedule of 5-2, 5-3 shall be as follows:

First Shift	7a to 3p	Third Shift	11p to 7a
Second Shift	3p to 11p	Mid-Shift	7p to 3a

All employees on this shift schedule shall report to work one-half (1/2) hour prior to commencement of their shift. It is understood and agreed that employees may be called for emergency work at any time.

B. Exemption from the above-scheduled hours may be adopted for persons working on a 5-2 schedule Monday through Friday. Management will establish regular and consistent work hours for each position above other than the special investigation unit supervisor (flex) that are consistent with their duties and objectives. Such work hours shall consist of a continuous 8-hour shift between the hours of 6:00 am and 11:00 pm. From time to time, at the direction or authorization of management, the above-positions may work hours outside of their ordinary 8-hour shift to meet the needs of the Department.

8.02

Shift Structure. The hours of work for employees, except for swing shift personnel, shall ordinarily be either the first, second, mid or third shift, provided that employees shall respond to a call for emergency work at any time.

8.03

Overtime. Employees working a 5-2, 5-3 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight and one-half (8 1/2) per day.

Employees working a 5-2, 5-2 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight (8) per day and forty (40) per week. Employees called in to work who report to work, shall receive time and one-half (1 1/2) in wages for all hours worked on the off day and shall be compensated for a minimum of two (2) hours of pay at time and one-half (1 1/2). Overtime shall be computed on base salary plus shift differential.

If a vacation, holiday or compensatory day off is scheduled at least 24 hours in advance, and is subsequently cancelled by management, the employee will be paid time and one-half (1 1/2) for hours worked and will retain the vacation, holiday or compensatory day in the appropriate bank. If the employee works less than eight (8) hours, he/she will be paid time and one-half (1 1/2) for hours worked and the remainder of the eight (8) hours will be paid as vacation, holiday or compensatory time off, whichever was to be used for the off time. If the partial day was scheduled as a floating holiday, the floating holiday time not used to complete the eight (8) hour day will be transferred to the employee's regular holiday bank.

8.04

Subpoena Pay. Employees who are not on duty shall receive time and half pay for all time in court when subpoenaed by court to appear in traffic, civil and criminal cases or when specifically requested by the Sheriff, Office of District Attorney or Corporation Counsel. Employees whose services are required under this provision and who are not on duty shall receive a minimum of two (2) hours pay at time and one-half. There shall be a maximum of three (3) per day.

8.05

Subpoena Cancellation Pay. Employees who are subpoenaed to testify on off-duty time and are not notified of the cancellation or dismissal of said subpoena within twenty-four hours of the time scheduled for appearance, shall be paid two hours of off-duty pay at their regular rate of pay. There shall be a maximum of two (2) canceled subpoenas per day.

8.06

Classification. Each employee presently employed or hired after adoption of this contract shall be classified by a job title as listed under Appendix A under "Classification."

8.07

Pay Progression. Employees shall normally be hired at Step A as set forth in the applicable appendix-classification schedule and shall then be advanced to Step B upon completion of forty-eight (48) months in the classification. Employees will advanced to Step C upon completion of eighty-four (84) months in the classification.

Effective 7/01/2018 Employees shall normally be hired at Step A as set forth in the applicable appendix-classification schedule and shall then be advanced to Step B upon completion of twenty-four (24) months in the classification. Employees will advanced to Step C upon completion of forty-eight (48) months in the classification. Employees will advanced to Step D upon completion of one hundred and eight (108) months in the classification.

Effective 1/01/2019 Employees shall normally be hired at Step A as set forth in the applicable appendix-classification schedule and shall then be advanced to Step B upon completion of twenty-four (24) months in the classification. Employees will advanced to Step C upon completion of forty-eight (48) months in the classification. Employees will advanced to Step D upon completion of seventy-two (72) months in the classification. Employees will advanced to Step E upon completion of one hundred and eight (108) months in the classification.

The Sheriff may determine that a particular appointment be made above the entrance pay rate, up to Step B, in recognition of relevant experience and/or exceptional qualifications. In this scenario, the employee will receive completion credits, as labeled in the wage schedule, towards step progression. For example, if the employee is awarded Step B they have earned 24 months toward movement to Step C. These completion credits only apply to step progression and no other benefits or seniority. Upon completion of the probationary period, the completion credits shall be applied to the employee's vacation allotment up to Step B.

The County offers a 2.00% across the board increase on January 1, 2021, and a 1.0% across the board increase on July 1, 2021.

8.08

Pay Date. Employees shall be paid every two weeks.

8.09

Compensatory Time Off/Overtime Payment. An employee may select to be paid for all of his/her overtime at the rate of time and one-half, or take his/her overtime in a comp-time procedure at the rate of time and one-half not to exceed a total of 80 hours. All time accumulated over the 80 hours would automatically be paid at a rate of time and one-half. Utilization of said leave shall be subject to authorization of the shift commander or appropriate supervisor.

Compensatory time must be taken in the calendar year in which it was generated or it will be paid out on the last pay check of the calendar year in a separate check.

ARTICLE IX - BENEFITS IN LIEU OF WAGES

9.01

Life Insurance. The County having elected to participate in the State Life Group Insurance Program for employees of Wisconsin Municipalities, pursuant to the provisions of Wisconsin Statutes 40.20, shall continue to so participate with the County paying ninety-five percent of the total cost thereof, with coverage of \$1,000 for each \$1,000 of annual base salary or fraction thereof.

9.02

Uniform Allowance. Each full-time employee shall be granted an annual uniform allowance of \$1,025. This shall be paid to the employee on or before January 15 of each year by separate check. Employees may purchase bullet-proof vests from their basic allowance.

An employee promoted into a new position, that requires a new uniform, will be granted a uniform allowance equivalent to the annual uniform allowance to be paid after the date of promotion by a separate check.

9.03

Health Insurance. A group comprehensive health plan shall be in force for full-time employees. In addition, all full-time employees shall have the like coverage for their spouse and children. The County will pay 90% of the premium for Health Insurance, and the employees will pay 10% of the premium based on the terms of participation of the Healthy Employee Incentive Program.

9.04

Dental Insurance. Effective July 1, 1986 a group dental insurance plan shall be made available by the County. The coverage and benefit level shall be as set forth in Appendix B of this Agreement. Only employees working one-half time or more shall be eligible to participate in said program. The cost for said premiums shall be shared as follows: The Employer shall pay 60% of applicable premium and the employee shall pay 40% of the applicable premium.

9.05

Health Insurance for Retirees.

- A. Effective January 1, 2014, for employees retiring after attaining age 53, the County shall pay 100% of the health insurance premiums for the applicable coverage for the retired and eligible dependents until such time as the employee becomes eligible for coverage under any federal health insurance plan, which is understood to be Medicare/Medicaid eligible.
- B. Employees desiring to retire as early as age 50, 51 or 52 shall be allowed to pay their insurance related costs inclusive of health premiums through use of their PEHP. Upon attaining age 53, the health insurance premiums shall be paid by the County in accordance with the terms of the agreement as appears in paragraph A above.

9.06

Retirement.

- A. For all employees hired prior to July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1) and shall contribute the full employee's contribution of the employee's earnings as required by 40.05(l)(a)(3) less two percent which the employee shall begin paying effective January 1, 2015. Effective July 1, 2018, the employee contribution shall increase to three (3%) percent.

For all employees hired after July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1). The Employee shall contribute the full employee's contribution of the employee's earnings as required by 40.05(l)(a)(3).

In addition to the amount in A above, the County shall pay the benefit adjustment contribution equal to one percent of earnings beginning January 1, 1986 as set forth in Section 40.05(2m), Wisconsin State Statutes (1983-84).

- B. Employees desiring to retire as early as age 50, 51, or 52 shall be allowed to pay their insurance related costs inclusive of health premiums through use of their VEBA. Upon attaining age 53, the health insurance premiums shall be paid by the County in accordance with the terms of the agreement as appears in paragraph A above.
- C. Such retirement contributions made by the Employer as listed in 9.06 A above, shall be reported by the Employer to the Wisconsin Retirement System in the same manner as though deducted from the earnings of said employees. It is understood and agreed between the parties hereto that such payments made by the Employer shall not be considered municipality contributions.

9.07

Education.

- A. The County shall reimburse employees for full cost of their tuition and books for an approved police science, criminal or related course at an approved vocational school or college, provided that such payment is not covered under the terms of employment, G.I. or other eligibility benefits.

Such courses must receive prior approval in writing from the Sheriff or his representatives, and a grade of at least a C must be attained.

Effective January 1, 1999 the above tuition reimbursement provision will be replaced with the following:

The County shall reimburse employees for the full cost of their tuition and books for approved police science, criminal justice or related courses in an accredited vocational/technical school, college or university. Reimbursement for tuition shall be limited to the highest level for in-state tuition for such courses at UW-Whitewater or Blackhawk Technical or UW-Rock County. Further said reimbursement shall be limited to the tuition charge for a full-time student per semester. No reimbursement shall be required of the county that would be duplication of payment for educational benefits received by employee from another source other than assistance from a private source. Such courses are subject to prior approval in writing by the Sheriff or his representative; however, such approval shall not be unreasonably withheld. Reimbursements will be limited to courses for one (1) approved Bachelor's Degree program and/or one (1) approved Master's Degree program.

- B. In addition to the regular wage schedule, employees who have obtained a bachelor's degree in, shall receive an additional \$125.00 per month.

Employees who have attained an associate degree shall receive in addition to their regular salary \$50.00 per month. Employees hired on or after May 1, 1998 will not be eligible for the associate degree payment until January 1, 2019.

In addition to the regular wage schedule, employees who have obtained a master's degree shall receive an additional \$150.00 per month.

In order to receive such incentive the employee must submit an official transcript or a copy of their conferred diploma to the Human Resources Department.

- C. In the event an employee should cease his/her employment with the Sheriff's Department (exceptions; retires at age 50, is laid-off, death or accepts other employment with Rock County) within two years of the date of the last payment of any tuition by the County, he/she shall reimburse the County a sum of money equal to 25% of tuition payments made by the County on his/her behalf during the last three years of employment. Said reimbursement to be made in the form of a deduction from the employee's final paycheck.

9.08

Shift Differential. All employees who work on second shift shall receive one percent of their base pay as shift differential. Employees working third shift or mid-shift, or special investigation unit supervisor shall receive two percent of their base pay as a shift differential.

Said payments shall be added to their base pay and shall be computed to the nearest cent per hour.

9.09

Dues Deduction. The Employer agrees to deduct monthly dues in the amount certified by the Association from the pay of employees who individually sign a dues deduction authorization form supplied by the Association. This deduction shall include any Local Association dues which the employee has authorized to be deducted in conjunction with the WPPA/LEER dues (the "combined dues").

It shall be the Association's responsibility to obtain dues authorization forms from new employees and provide them to employer no less than 30 days prior to the date in which dues deductions are to commence.

The Employer shall deduct the combined dues amount each month for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the Association, in one lump sum not later than the end of the month in which the deduction is made.

Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association.

No employee shall be required to join the Association, but membership in the Association shall be made available to all employees in the bargaining unit who apply consistently with the either the WPPA or local Association Constitution and By-Laws. No employee shall be denied membership because of race, creed, color, sex or other legally protected class status.

Modifications. Changes in dues amounts to be deducted shall be certified by the Association at least four weeks before the start of the pay period the increased deduction is to be effective.

Hold Harmless. It is understood and agreed that the Association will refund to the employer or the employee involved any dues erroneously deducted by the employer and paid to the Association. The Association shall indemnify, defend and save the Employer harmless against any and all claims, demands, suits or other forms of liability, including court costs, that shall arise out of or by reason of action taken or not taken by the Employer in reliance upon employee payroll deduction authorized forms submitted by the Association to the Employer. If it should be ruled by a court of competent jurisdiction that this indemnification clause, or any part of it, is void as against public policy, then 11.01 Dues Deduction shall become null and void and shall no longer be considered a part of this contract. The parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such article or part.

9.10

Physical Examinations. Each employee may have a physical examination every 3 years. The County will determine the scope of the examination and pay the full cost of the exam. The County will select the provider of the examination. When the County's Health Insurance Policy provides coverage for physicals that does not incur deductibles, this section does not apply.

No Association member shall be discharged, retired, pensioned or severed from employment upon the basis of information contained in such physical examination, unless the examining physician certified that the employee is no longer capable of performing his duties. Should such certification- be given, the employee shall have the right to a hearing thereon and introduction of his medical testimony.

9.11

Post Employment Healthcare Program (PEHP). Rock County ("Employer") agrees to participate in the Security Benefit Group Healthcare Reimbursement Account (HRA) for Public Sector Labor Association Employees (the Plan) in accordance with the terms and conditions of the Plan's Participation Agreement, a copy of which is attached to this Agreement. The parties hereto designate Security Financial Resources, Inc. to serve as the Plan Administrator for the Plan, or its successors appointed in accordance with the Plan and Trust documents. The Employer agrees to contribute to the Plan on behalf of the following category of employees:

All sergeants employed by the County in classifications set forth in Appendix A of the collective bargaining agreement, but excluding all other employees in accordance with WERC Case CXXXVI, No. 27879 ME-1994 dated August 28, 1981.

For the term of this Agreement, the Employer shall contribute for each eligible employee the amount of \$25.00 per month into the HRA Medical Expense Reimbursement Account and

their gross monthly salaries will be reduced by that amount. Additionally, upon termination, 100 percent of the eligible employee's accumulated sick leave balance that would otherwise have been paid to the eligible employee had the Employer not participated in the Plan shall be deposited into the HRA Insurance Premium Reimbursement Account. In order to minimize the risk of this Plan being found discriminatory under section 105 (h) of the Internal Revenue Code of 1986, as amended ("Code"), the Administrator may request that a contribution amount to a highly compensated eligible employee's account be reduced to the maximum amount contributed on behalf of a non-highly compensated eligible employee. If such a request is made, the reduction amount shall be paid to the employee in the form of wages.

The Employer and Association further agree that for the term of this Agreement, salary or hourly rate of pay, for the sole purpose of computing pensionable wages and overtime rates of pay, shall include the Employer's recurring contributions to the Plan (i.e., not lump sum termination contributions) that would otherwise have been recognized as a pensionable benefit had such amounts not been contributed to the Plan.

9.12

Meal Reimbursement. See County Personnel Ordinance Section 18.626.

ARTICLE X - GRIEVANCE PROCEDURE

10.01

Definition. Any dispute which may arise from a complaint by an employee or the Association with respect to the interpretation of the terms and conditions of this Agreement, shall be subject to the following grievance procedure unless expressly excluded from such procedure by the terms of this Agreement. Grievances resulting from discipline shall begin processing at Step 2. Time limits set forth herein may be extended upon mutual agreement of the parties.

10.02

Procedure.

Step 1. The employee and/or the Association Committee shall present the grievance orally or in writing involving matters of interpretation of the terms and conditions of this Agreement to the most immediate supervisor who has the authority to make adjustments in the matter within 14 calendar days of the alleged grievance or the time the employee can reasonably have been expected to have knowledge of said grievance.

The supervisor shall respond within 7 calendar days. If the grievance is denied, said denial shall be in writing.

Step 2. If the grievance is not resolved at Step 1, within 7 calendar days from the date of the written denial in Step 1, the employee and/or the Association Committee shall present the grievance in writing to the Sheriff, or his/her designee, who shall attempt to adjust the grievance. The Sheriff or his/her designee, shall meet with the employee and/or the Association representative within 7 calendar days following receipt of the written grievance. The Sheriff, or his/her designee, shall provide a written response to the employee, or Association representative within 14 calendar days of the meeting.

Step 3. If a satisfactory settlement is not reached in Step 2, it shall be presented in writing to the Human Resources Director by the employee or the Association Committee and/or the Association representative no later than 7 calendar days after receipt of the Sheriff's decision. Within 14 calendar days, the Human Resources Director shall meet with the parties to discuss the grievance and attempt to settle the matter. If there is no settlement, the Human Resources Director shall provide a decision in writing to the Association within 14 calendar days following the meeting with the parties.

Step 4. If a satisfactory settlement is not reached in Step 3, within 14 calendar days after the date the Human Resources Director's written response is due, the County or the Association may serve written notice upon the other that the grievance issue shall be arbitrated. Within 7 calendar days thereafter, the parties shall meet and attempt to agree upon an arbitrator. If the parties fail to agree upon an arbitrator within 14 calendar days following said notice of arbitration, the parties shall request the Wisconsin Employment Relations Commission to submit a panel of 5 arbitrators. In the event the parties do not agree upon one of the 5 arbitrators, the moving party shall strike two names and the opposing party shall strike 2 names and the individual remaining shall serve as arbitrator to hear the dispute. The arbitrator shall have jurisdiction and authority only to interpret the specific provision aggrieved and shall not amend, delete, or modify any of the express provisions of this Agreement.

10.03

Costs. The decision of the arbitrator shall be final and binding upon the parties. The cost of arbitration shall be borne equally by the parties, except that each party shall be responsible for the costs of any witnesses testifying on its behalf. Upon mutual consent of the parties, more than one grievance may be heard before one arbitrator.

ARTICLE XI - LAYOFF/RECALL

11.01

Criteria. When it becomes necessary to reduce the work force for any reason, the lay-offs shall be based upon ability to perform available work as determined by the department head based upon written records and reports. When abilities are stated to be equal, seniority shall prevail.

11.02

Notice. The Sheriff shall notify each person to be laid-off of all his rights, including his reinstatement eligibility in writing. Regular employee shall receive at least ten days' notice prior to such layoff.

11.03

Order. No permanent employee shall be laid off when there are temporary, probationary, state or federal subsidized employees or reserves in the department performing deputy sheriff's functions.

11.04

Recall. Laid off employees shall be eligible for recall for a period of time equal to their length of service, but in no event longer than two full calendar years. Recall shall be on a seniority basis, unless qualifications are not equal to other laid off personnel.

ARTICLE XII - TRAINING TIME

12.01

Compensatory Time Earned. In the event the Sheriff or his authorized representatives post information occasionally relating to technical training programs, seminars, and other specialized police training or meetings, and in the event an employee shall voluntarily desire to attend said program during his off duty hours; then any such employee shall receive compensatory time off from his/her regular working hours for substantially the same amount of time spent in attending and traveling to and from said off duty training programs.

12.02

Compensatory Time-Off. Each employee seeking such compensatory time off shall certify to the Sheriff the number of hours spent at said program, including travel time, during off duty time and the place where such courses were taken prior to receiving compensatory time off. It is the express intent of the parties hereto that attendance at such approved programs shall be voluntary on the part of the deputies. Utilization of compensatory time shall be subject to the staffing needs of the department in the judgment of the Sheriff or his authorized representative. Accumulation of compensatory time shall not exceed eighty hours. Authorization to accumulate compensatory time under this provision shall be the responsibility of the Sheriff.

12.03

Flex Shift For Training. The Sheriff or his/her authorized representative is authorized to create a flex-shift from 8:00 am to 4:00 pm for in-service or mandated training; or 1:00 pm to 9:00 pm shift exclusively for firearms and/or EVOC training. This shift applies to both attendees and instructors of such training. Specialty team training events shall adhere to the listed schedules unless a different schedule is agreed upon by all affected union members, as well as, the Sheriff and/or his/her designee.

ARTICLE XIII - AMENDMENT, LIMITATION, DURATION

13.01

Amendment. This Agreement may be amended anytime during its life by the mutual consent of the parties. Such amendments to be enforceable must be in writing and attached to at least two copies of this Agreement.

13.02

Waiver. This Agreement shall supersede all ordinances or resolutions which are in conflict herewith; however, if any article or section be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or section shall be restrained by such tribunal, the remainder of this Agreement and appendix shall not be affected thereby.

13.03

Duration. This Agreement shall become effective the first day of the first pay period in 2021, and shall remain in full force and effect through the last day of the final pay period in 2021, subject to the provisions of Article XIII, Section 13.04.

13.04

ReOpener. Unless either party desires to alter, amend or otherwise change this Agreement upon written notice to the other party no sooner than June 1, 2021 and no later than August 1, 2021, or between the 15th day of June and the 1st day of August in any year thereafter, this Agreement shall be automatically renewed from year to year. In the event one of the parties desires to alter, amend or otherwise change this Agreement and proper notice is given, but agreement between the parties to the proposed alteration, amendment or other change is not reached prior to the expiration date of this Agreement, and unless other terms are agreed to, this Agreement shall continue in full force and effect until the parties shall agree on the proposed alterations, amendments or other changes.

ARTICLE XIV – DEFINITIONS

14.01

- A. Department Head means the Sheriff of Rock County
- B. Department means the Rock County Sheriff's Office.
- C. Division means of the several divisions within the Office.
- D. Shifts:
 - 1. The 1st shift shall be from 7:00 a.m., to 3:00 p.m.
 - 2. The 2nd shift shall be from 3:00 p.m., to 11:00 p.m.
 - 3. The mid-shift shall be from 7:00 p.m. to 3:00 a.m.
 - 4. The 3rd shift shall be from 11:00 p.m., to 7:00 a.m.
- E. Immediate family means See County Personnel Ordinance Section 18.1025.
- F. Association Committee a committee of members of the Rock County Deputy Sheriff's Supervisors Association of not more than five persons.
- G. Employee shall mean personnel employed by the Rock County Sheriff's Department in position classifications set forth in the wage appendix of this Agreement.

ARTICLE XV – EXECUTION

This Agreement has been executed in quintuple; one copy to be filed with the County Clerk's Office, one copy to be filed with the Human Resource Director, one copy to be filed with the Sheriff and two copies to be filed with the Association.

Signed this _____ day of _____, 2020

FOR THE ASSOCIATION:

Name Date

Name Date

Name Date

Name Date

FOR THE COUNTY:

Name Date

Appendix A – Wages

APPENDIX A DEPUTY SHERIFF SUPERVISOR 2021					
	Shift:	1ST	2ND (1%)	3RD & MID (2%)	
CLASSIFICATION	STEP				
<u>EFFECTIVE 1/1/2021</u>					
SERGEANT					
Hire Rate	A	\$36.31	\$36.67	\$37.05	
After 2 Years	B	\$38.33	\$38.71	\$39.10	
After 4 Years	C	\$40.22	\$40.62	\$41.02	
After 6 Years	D	\$41.83	\$42.25	\$42.67	
After 9 Years	E	\$43.63	\$44.06	\$44.50	
APPENDIX A DEPUTY SHERIFF SUPERVISOR 2021					
	Shift:	1ST	2ND (1%)	3RD & MID (2%)	
CLASSIFICATION	STEP				
<u>EFFECTIVE 7/1/2021</u>					
SERGEANT					
Hire Rate	A	\$36.67	\$37.04	\$37.42	
After 2 Years	B	\$38.71	\$39.10	\$39.49	
After 4 Years	C	\$40.62	\$41.03	\$41.43	
After 6 Years	D	\$42.25	\$42.67	\$43.10	
After 9 Years	E	\$44.07	\$44.50	\$44.95	

Appendix B – Schedule of Dental Benefits

APPENDIX B SCHEDULE OF DENTAL BENEFITS JANUARY 1, 2021		
	LOW PLAN	HIGH PLAN
Maximum per participant per calendar year	\$1,000.00	\$1,500.00
Deductible per participant per calendar year	\$25.00*	\$0.00
Maximum family deductible per calendar year	\$75.00*	\$0.00
*Diagnostic (includes)	100%	100%
Diagnostic X-rays		
Oral Examinations		
*Preventive	100%	100%
Ancillary (includes)	100%**	100%
Anesthesia and injections		
Emergency palliative treatment and		
Denture repairs/adjustments		
Restorations:		
Regular (Direct Fillings)	100%**	100%
Crowns, inlays, onlays	50%**	70%
Bridges and dentures	0	70%
Oral Surgery	100%**	100%
Endodontics	100%**	100%
Periodontics	100%**	100%
Orthodontic Services	50%	50%
(lifetime max \$1,000, dependents only)		
Dependents covered to age	26	
* APPLIES TO ONLY BASIC AND MAJOR SERVICES		
** DEDUCTIBLE APPLIES		

Appendix C – Schedule of Health Insurance Benefits

Employee's Share of Premium: 10%-however the employee can earn back that 10% with completion of the Rock County Healthy Employee Incentive Program (HEIP).

Benefit	Dean or Mercy
Deductible	In Network: \$500 / \$1,500 Out of Network: \$750 / \$2,250
Coinsurance	In Network: 90% Out of Network: 65%
Deductible and Coinsurance Limit	\$3,650/\$7,300
Maximum Total Cost (Medical and Pharmacy)	In Network: Covered at 100% Out of Network: Deductible, then 65% Coinsurance
Preventative Care	In Network: Covered at 100% Out of Network: Deductible, then 65% Coinsurance
Primary Care / Specialty Care Office Visit	In Network: \$15 Copay Out of Network: Deductible, then 65% Coinsurance
Urgent Care	In Network: \$30 Copay Out of Network: \$30 Copay
Emergency Room	In Network: \$300 Copay* Out of Network: \$300 Copay* *ER Copay waived if admitted to the hospital
Inpatient / Outpatient Hospitalization	In Network: Deductible, then 90% Coinsurance Out of Network: Deductible, then 65% Coinsurance
Prescription Drugs	\$10/\$25/\$50/\$150

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

November 17, 2020
DATE DRAFTED

**APPROVING THE 2021 BASE WAGE RATES FOR ALL EMPLOYEES EXCEPT
REPRESENTED LAW ENFORCEMENT EMPLOYEES, AND AMENDING THE
PERSONNEL POLICY WAGE APPENDIXES**

1 **WHEREAS**, it is necessary to adjust the Employee Wage Rates regularly to ensure that County wages
2 continue to reflect salary rates which are competitive for those job classes covered by the pay plans;
3 and,
4
5 **WHEREAS**, the County has settled with the Deputy Sheriff’s Association and the Deputy Sheriff
6 Supervisor’s Association; and,
7
8 **WHEREAS**, the proposed wage settlement represents an across the board wage increase of 2% on
9 January 1, 2021 and an additional 1% on July 1, 2021; and,
10
11 **WHEREAS**, the County previously settled a two year agreement 2020-2021 with the Correctional
12 Officers Association that included a 2.5% across the board wage increase on January 1, 2021; and,
13
14 **WHEREAS**, the County Board values providing consistent wage increases for represented and non-
15 represented employees;
16
17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
18 assembled this _____ day of _____, 2020 does hereby approve the County’s 2021 Pay
19 Plans with an across the board wage increase of 2% on January 1, 2021 and an additional 1% on July 1,
20 2021.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Louis Peer

Rich Bostwick, Vice Chair

J. Russell Podzilni

Mary Beaver

Alan Sweeney

Tom Brien

Bob Yeomans

Kevin Leavy

APPROVING THE 2021 WAGE RATES FOR EMPLOYEES, EXCEPT REPRESENTED LAW
ENFORCEMENT EMPLOYEES, AND AMENDING THE PERSONNEL POLICY WAGE

APPENDIXES

Page 2

FISCAL NOTE:

	<u>Projected Base Compensation</u>	<u>Add'l Base Compensation</u>	<u>Total Base Compensation</u>
2021	\$74,429,230	\$1,860,731	\$76,289,961

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended. This action is consistent with the direction provided by the County Board.

/s/ Josh Smith

Josh Smith
County Administrator

APPROVING THE 2021 WAGE RATES FOR EMPLOYEES, EXCEPT REPRESENTED LAW
ENFORCEMENT EMPLOYEES, AND AMENDING THE PERSONNEL POLICY WAGE

APPENDIXES

Page 3

Executive Summary

The purpose of this resolution is to provide wage rate increases for County employees who are not represented by a law enforcement labor unit.

The County previously settled a two year contract with the Correctional Officers Association, where they bargained a 2021 across the board salary increases of 2.50% effective January 1, 2021. The County recently settled a one year contract for 2021 with the Deputy Sherriff's Association and the Deputy Sheriff Supervisor's Association where they will receive a 2.0% across the board salary increase on January 1, 2021 and an additional 1% on July 1, 2021. These three law enforcement union settlements provide a net salary increase of 2.5% for the calendar year 2021.

The Rock County Board of Supervisors has provided direction to the Administration of the value of consistent wage increases to represented and non-represented employees. This wage increase provides the consistency desired and helps to keep employees on pace with cost of living, inflation, and external market factors. The wage this resolution provides for a 2.00% increase for wage rates effective January 1, 2020 and an additional 1% to wage rates on July 1, 2021.

APPENDIX A
UNILATERAL PAY PLAN
Salaries Effective January 1, 2021

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Range 1	\$13.00	\$13.65	\$14.33	\$15.05	\$15.80
	\$27,144.00	\$28,501.20	\$29,921.04	\$31,424.40	\$32,990.40
	Specialized Transit Driver				
Range 2					
Range 3					
Range 4					
Range 5					
Range 6	\$17.25	\$18.18	\$18.98	\$20.00	\$21.01
	\$36,018.00	\$37,959.84	\$39,630.24	\$41,760.00	\$43,868.88
	Environmental Health Technician (A)		Vehicle Maintenance Technician (A)		
Range 7	\$17.85	\$18.76	\$19.77	\$20.69	\$21.75
	\$37,270.80	\$39,170.88	\$41,279.76	\$43,200.72	\$45,414.00
	Secretary I (A)		Fleet Specialist (A)		
Range 8	\$18.59	\$19.41	\$20.44	\$21.41	\$22.50
	\$38,815.92	\$40,528.08	\$42,678.72	\$44,704.08	\$46,980.00
Range 9	\$19.23	\$20.07	\$21.14	\$22.20	\$23.28
	\$40,152.24	\$41,906.16	\$44,140.32	\$46,353.60	\$48,608.64
	Nursing Staff Coordinator (A)				
Range 10	\$19.85	\$20.78	\$21.85	\$22.95	\$24.10
	\$41,446.80	\$43,388.64	\$45,622.80	\$47,919.60	\$50,320.80
	Court Attendant (A)		Judicial Assistant (A)		
	Human Resources Secretary (A)		Legal Assistant (A)		
	Secretary II (A)		Administrative Secretary (A)		
	Payroll Specialist (A)				

Range 11

\$20.53	\$21.52	\$22.61	\$23.74	\$24.92
\$42,866.64	\$44,933.76	\$47,209.68	\$49,569.12	\$52,032.96

Community Coordinator (A) Purchasing Specialist (A)
 Conservation Specialist I (A) Victim Witness Specialist (B)
 Health Promotion Coordinator (A) Vehicle Maintenance Supervisor (A)

Range 12

\$21.26	\$22.32	\$23.43	\$24.61	\$25.83
\$44,390.88	\$46,604.16	\$48,921.84	51,385.68	\$53,933.04

Range 13

\$21.98	\$23.09	\$24.19	\$25.44	\$26.73
\$45,894.24	\$48,211.92	\$50,508.72	\$53,118.72	\$65,812.24

Administrative Services Supervisor (C) RECAP Site Supervisor (A)
 Division Leader Deputy Clerk (A) Environmental Health Specialist I (B)
 Mobility Manager (C) Storekeeper (A)
 Office Coordinator (A) Nutrition Program Supervisor (C)
 Transportation Program Supervisor (C)

Range 14

\$22.74	\$23.86	\$25.08	\$26.34	\$27.67
\$47,481.12	\$49,819.68	\$52,367.04	\$54,997.92	\$57,774.96

Assistant Food Services Manager (A)* Investigator (A)
 GIS Specialist (A)

Range 15

\$23.58	\$24.71	\$25.96	\$27.25	\$28.59
\$49,235.04	\$51,594.48	\$54,204.48	\$56,898.00	\$59,695.92

Application Support Specialist (A)

Range 16

\$24.33	\$25.60	\$26.86	\$28.23	\$29.67
\$50,801.04	\$53,452.80	\$56,083.68	\$58,944.24	\$61,950.96

Youth Services Center Supervisor (A)*

Range 17

\$25.25	\$26.47	\$27.77	\$29.16	\$30.61
\$52,722.00	\$55,269.36	\$57,983.76	\$60,886.08	\$63,913.68

Accountant (C) GIS Coordinator (B)
 Environmental Health Specialist II (B) Human Resources Generalist (C)
 Conservation Specialist II (C) Materials & Environmental Services
 Manager (C)

Range 18

\$26.10	\$27.46	\$28.78	\$30.21	\$31.74
\$54,496.80	\$57,336.48	\$60,092.64	\$63,078.48	\$66,273.12

Activity Director (C) Financial Supervisor (C)
 DA Office Manager (C) Planner III (B)
 Child Support Supervisor (C) Support Services Supervisor (C)
 Conservation Specialist III (C) User Support Specialist (A)
 Economic Support Supervisor (C)

Range 19

\$27.02	\$28.38	\$29.79	\$31.27	\$32.80
\$56,417.76	\$59,257.44	\$62,201.52	\$65,291.76	\$68,486.40

Chief Deputy Clerk of Circuit Court (C) Enterprise Desktop Administrator (A)
 Circuit Court Office Manager (C) Health Educator (A)
 Court Reporter (A) Lead Economic Support Supervisor (C)
 Conservation Specialist IV (C) Medicolegal Investigator (A)
 Food Service Manager (C) Payroll Manager (C)

Range 20

\$27.97	\$29.38	\$30.84	\$32.36	\$33.98
\$58,401.36	\$61,345.44	\$64,393.92	\$67,567.68	\$70,950.24

AODA Coordinator (C) Financial Office Manager (C)
 Analyst (C) Medical Records Manager (C)
 Communication Center Shift Supervisor (B)

Range 21

\$28.97	\$30.39	\$31.95	\$33.48	\$35.21
\$60,489.36	\$63,454.32	\$66,711.60	\$69,906.24	\$73,518.48

Deferred Prosecution Director (C) Real Property Lister (C)
 Mediation & Fam Court Services Manager (C) Shop Superintendent (B)
 Master Electrician (A)
 Public Works Accounting Supervisor (C) Veterans Service Officer (C)
 Public Works Superintendent (B) Victim Witness Coordinator (C)

Range 22

\$29.93	\$31.51	\$33.04	\$34.71	\$36.41
\$62,493.84	\$65,792.88	\$68,987.52	\$72,474.48	\$76,024.08

Admissions Coordinator (C) MOS Nurse (A*)
 Community Health Education Coordinator (C) Environmental Health Specialist III (C)
 Epidemiologist (C) Purchasing Manager (C)
 Human Resources Manager (C) GIS Manager (C)
 Lead Floor Supervisor (C) Surveyor (C)
 Training & Quality Assurance Manager (C)

Range 23

\$31.01	\$32.59	\$34.21	\$35.91	\$37.68
\$64,748.88	\$68,047.92	\$71,430.48	\$74,980.08	\$78,675.84

Computer Programmer/Analyst I (B) Network Technician (B)
 Coordinator of Prevention and Community Parks Manager (C)
 Engagement (C) Systems Analyst (B)
 Senior Conservation Specialist (C) Public Safety Systems Coordinator (B)
 Senior Planner (C)

Range 24

\$32.11	\$33.71	\$35.36	\$37.12	\$39.02
\$67,045.68	\$70,386.48	\$73,831.68	\$77,506.56	\$81,473.76

Human Services Supervisor I (C) Facilities Superintendent (C)
 Director of Council on Aging (C)

Range 25

\$33.26	\$34.88	\$36.61	\$38.46	\$40.37
\$69,446.88	\$72,829.44	\$76,441.68	\$80,304.48	\$84,292.56

Environmental Health Supervisor (C) Nursing Supervisor (A)*
 Human Services Supervisor II (C) Public Health Supervisor (C)
 Coordinator of Quality Improvement (C) Medicolegal Investigations Manager (C)
 Coordinator of Family Support (C) Operations Manager (C)
 Infection Preventionist (A)*

Range 26

\$34.77	\$36.06	\$37.93	\$39.78	\$41.79
\$72,599.76	\$75,293.28	\$79,197.84	\$83,060.64	\$87,257.52

Airport Director (C)	Equity Manager (C)
Assistant Human Resources Director (C)	Environmental Protection Director (C)
Business Manager (C)	Human Services Lead Supervisor (C)
Computer Programmer/Analyst II (B)	Information Technology Project Manager (B)
Child Support Director (C)	Justice System Manager (C)
Cloud Services Coordinator (C)	Nurse Manager (C)
Data Solutions Architect (B)	Network Support Administrator (B)

Range 27

\$35.56	\$37.38	\$39.21	\$41.19	\$43.23
\$74,249.28	\$78,049.44	\$81,870.48	\$86,004.72	\$90,264.24

Assistant Public Works Director (C)	Communications Center Assistant Director (C)
Assistant Director of Nursing (C)	Risk Manager (C)
Assistant Director (C)	IT Customer Service Manager (C)
Program Manager (C)	

Range 28

\$368.5	\$38.67	\$40.62	\$42.63	\$44.76
\$76,942.80	\$80,742.96	\$84,814.56	\$89,011.44	\$93,458.88

Assistant to County Administrator (C)	Assistant Finance Director (C)
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Range 29

\$38.11	\$40.00	\$42.03	\$44.14	\$46.32
\$79,573.68	\$83,520.00	\$87,758.64	\$92,164.32	\$96,716.16

Economic Support Division Manager (C)	ADRC/Adult Protective Services Division Manager (C)
---	---

Range 30

\$39.41	\$41.38	\$43.51	\$45.71	\$47.89
\$82,288.08	\$86,401.44	\$90,848.88	\$95,442.48	\$99,994.32

Data Services Manager (C)	IT Security Officer (C)
	IT Infrastructure Services Manager (C)

Range 31

\$40.70	\$42.74	\$44.89	\$47.09	\$49.40
\$84,981.60	\$89,241.12	\$93,730.32	\$98,323.92	\$103,147.20

Economic Development Manager (C)	Director of Nursing (C)
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Range 32

\$42.03	\$44.14	\$46.35	\$48.61	\$51.10
\$87,758.64	\$92,164.32	\$96,778.80	\$101,497.68	\$106,696.80

Administrative Services Division Manager (C)	Communication Center Director (C)
Court Commissioner (C)	Director of Land Conservation, Planning & Development

Range 33

\$43.41	\$45.56	\$47.85	\$50.27	\$52.80
\$90,640.08	\$95,129.28	\$99,910.80	\$104,963.76	\$110,246.40

Deputy Corporation Counsel (C)	Information Technology Deputy Director (C)
Health Officer (C)	
HSD Deputy Director (C)	

Range 34

\$44.84	\$47.06	\$49.39	\$51.88	\$54.48
\$93,625.92	\$98,261.28	\$103,126.32	\$108,325.44	\$113,754.24

Facilities Management Director (C)	Public Works Director (C)
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Range 35

\$46.28	\$48.56	\$51.00	\$53.55	\$56.27
\$96,632.64	\$101,393.28	\$106,488.00	\$111,812.40	\$117,491.76

Range 36

\$47.76	\$50.17	\$52.65	\$55.30	\$58.08
\$99,722.88	\$104,754.96	\$109,933.20	\$115,466.40	\$121,271.04

Human Resources Director (C)

Range 37

\$49.33	\$51.78	\$54.35	\$57.09	\$59.97
\$103,001.04	\$108,116.64	\$113,482.80	\$119,203.92	\$125,217.36

Director of Information Technology (C)

Range 38

\$50.93	\$53.49	\$56.18	\$58.92	\$61.86
\$106,341.84	\$111,687.12	\$117,303.84	\$123,024.96	\$129,163.68

Finance Director (C)

Range 39

\$52.57	\$55.26	\$58.03	\$60.87	\$63.90
\$109,766.16	\$115,382.88	\$121,166.64	\$127,096.56	\$133,423.20

Nursing Home Administrator (C)

Range 40

\$54.26	\$56.97	\$59.87	\$62.80	\$65.96
\$113,294.88	\$118,953.36	\$125,008.56	\$131,126.40	\$137,724.48

Range 41

\$56.05	\$58.84	\$61.76	\$64.87	\$68.17
\$117,032.40	\$122,857.92	\$128,954.88	\$135,448.56	\$142,338.96

Corporation Counsel (C)

Director of Human Services (C)

Unilateral (A) employees are non-exempt FLSA covered employees, which means they are eligible for overtime compensation on a time and one-half basis over 40 hours per week.

Unilateral (B) employees are exempt employees for purposes of the FLSA, but we have decided that they are eligible for overtime compensation on a straight time basis over 40 hours per week.

Unilateral (C) employees are exempt employees for purposes of FLSA and we have decided that they are not eligible for overtime, but may utilize "flex" hours.

An * indicates that the position is exempt for the purposes of FLSA, but we have decided to pay them overtime on a time and one half basis over 40 hours per week.

APPENDIX A
UNILATERAL PAY PLAN
Salaries Effective July 1, 2021

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Range 1	\$13.13	\$13.79	\$14.47	\$15.20	\$15.96
	\$27,415.44	\$28,793.52	\$30,213.36	\$31,737.60	\$33,324.48
Specialized Transit Driver					
Range 2					
Range 3					
Range 4					
Range 5					
Range 6	\$17.42	\$18.36	\$19.17	\$20.20	\$21.22
	\$36,372.96	\$38,335.68	\$40,026.96	\$42,177.60	\$44,307.36
Environmental Health Technician (A)			Vehicle Maintenance Technician (A)		
Range 7	\$18.03	\$18.95	\$19.97	\$20.90	\$21.97
	\$37,646.64	\$39,567.60	\$41,697.36	\$43,639.20	\$45,873.36
Secretary I (A)			Fleet Specialist (A)		
Range 8	\$18.78	\$19.60	\$20.64	\$21.62	\$22.73
	\$39,212.64	\$40,924.80	\$43,096.32	\$45,142.56	\$47,460.24
Range 9	\$19.42	\$20.27	\$21.35	\$22.42	\$23.51
	\$40,548.96	\$42,323.76	\$44,578.80	\$46,812.96	\$49,088.88
Nursing Staff Coordinator (A)					
Range 10	\$20.05	\$20.99	\$22.07	\$23.18	\$24.34
	\$41,864.40	\$43,827.12	\$46,082.16	\$48,399.84	\$50,821.92
Court Attendant (A)			Judicial Assistant (A)		
Human Resources Secretary (A)			Legal Assistant (A)		
Secretary II (A)			Administrative Secretary (A)		
Payroll Specialist (A)					

Range 11

\$20.74	\$21.74	\$22.84	\$23.98	\$25.17
\$43,305.12	\$45,393.12	\$47,689.92	\$50,070.24	\$52,554.96

Community Coordinator (A) Purchasing Specialist (A)
 Conservation Specialist I (A) Victim Witness Specialist (B)
 Health Promotion Coordinator (A) Vehicle Maintenance Supervisor (A)

Range 12

\$21.47	\$22.54	\$23.66	\$24.86	\$26.09
\$44,829.36	\$47,063.52	\$49,402.08	\$51,907.68	\$54,475.92

Range 13

\$22.20	\$23.32	\$24.43	\$25.69	\$27.00
\$46,353.60	\$48,692.16	\$51,009.84	\$53,640.72	\$56,376.00

Administrative Services Supervisor (C) RECAP Site Supervisor (A)
 Division Leader Deputy Clerk (A) Environmental Health Specialist I (B)
 Mobility Manager (C) Storekeeper (A)
 Office Coordinator (A) Nutrition Program Supervisor (C)
 Transportation Program Supervisor (C)

Range 14

\$22.97	\$24.10	\$25.33	\$26.60	\$27.95
\$47,961.36	\$50,320.80	\$52,889.04	\$55,540.80	\$58,359.60

Assistant Food Services Manager (A)* Investigator (A)
 GIS Specialist (A)

Range 15

\$23.82	\$24.96	\$26.22	\$27.52	\$28.88
\$49,736.16	\$52,116.48	\$54,747.36	\$57,461.76	\$60,301.44

Application Support Specialist (A)

Range 16

\$24.57	\$25.86	\$27.13	\$28.51	\$29.97
\$51,302.16	\$53,995.68	\$56,647.44	\$59,528.88	\$62,577.36

Youth Services Center Supervisor (A)*

Range 17

\$25.50	\$26.73	\$28.05	\$29.45	\$30.92
\$53,244.00	\$55,812.24	\$58,568.40	\$61,491.60	\$64,560.96

Accountant (C) GIS Coordinator (B)
 Environmental Health Specialist II (B) Human Resources Generalist (C)
 Conservation Specialist II (C) Materials & Environmental Services
 Manager (C)

Range 18

\$26.36	\$27.73	\$29.07	\$30.51	\$32.06
\$55,039.68	\$57,900.24	\$60,698.16	\$63,704.88	\$66,941.28

Activity Director (C) Financial Supervisor (C)
 DA Office Manager (C) Planner III (B)
 Child Support Supervisor (C) Support Services Supervisor (C)
 Conservation Specialist III (C) User Support Specialist (A)
 Economic Support Supervisor (C)

Range 19

\$27.29	\$28.66	\$30.09	\$31.58	\$33.13
\$56,981.52	\$59,842.08	\$62,827.92	\$65,939.04	\$69,175.44

Chief Deputy Clerk of Circuit Court (C)
 Circuit Court Office Manager (C)
 Court Reporter (A)
 Conservation Specialist IV (C)
 Food Service Manager (C)

Enterprise Desktop Administrator (A)
 Health Educator (A)
 Lead Economic Support Supervisor (C)
 Medicolegal Investigator (A)
 Payroll Manager (C)

Range 20

\$28.25	\$29.67	\$31.15	\$32.68	\$34.32
\$58,986.00	\$61,950.96	\$65,041.20	\$68,235.84	\$71,660.16

AODA Coordinator (C)
 Analyst (C)
 Communication Center Shift Supervisor (B)

Financial Office Manager (C)
 Medical Records Manager (C)

Range 21

\$29.26	\$30.69	\$32.27	\$33.81	\$35.56
\$61,094.88	\$64,080.72	\$67,379.76	\$70,595.28	\$74,249.28

Deferred Prosecution Director (C)
 Mediation & Fam Court Services Manager (C)
 Master Electrician (A)
 Public Works Accounting Supervisor (C)
 Public Works Superintendent (B)

Real Property Lister (C)
 Shop Superintendent (B)
 Veterans Service Officer (C)
 Victim Witness Coordinator (C)

Range 22

\$30.23	\$31.83	\$33.37	\$35.06	\$36.77
\$63,120.24	\$66,461.04	\$69,676.56	\$73,205.28	\$76,775.76

Admissions Coordinator (C)
 Community Health Education Coordinator (C)
 Epidemiologist (C)
 Human Resources Manager (C)
 Lead Floor Supervisor (C)

MOS Nurse (A*)
 Environmental Health Specialist III (C)
 Purchasing Manager (C)
 GIS Manager (C)
 Surveyor (C)
 Training & Quality Assurance Manager (C)

Range 23

\$31.32	\$32.92	\$34.55	\$36.27	\$38.06
\$65,396.16	\$68,736.96	\$72,140.40	\$75,731.76	\$79,469.28

Computer Programmer/Analyst I (B)
 Coordinator of Prevention and Community
 Engagement (C)
 Senior Conservation Specialist (C)
 Senior Planner (C)

Network Technician (B)
 Parks Manager (C)
 Systems Analyst (B)
 Public Safety Systems Coordinator (B)

Range 24

\$32.43	\$34.05	\$35.71	\$37.49	\$39.41
\$67,713.84	\$71,096.40	\$74,562.48	\$78,279.12	\$82,288.08

Human Services Supervisor I (C)
 Director of Council on Aging (C)

Facilities Superintendent (C)

Range 25

\$33.59	\$35.23	\$36.98	\$38.84	\$40.77
\$70,135.92	\$73,560.24	\$77,214.24	\$81,097.92	\$85,127.76

Environmental Health Supervisor (C)
 Human Services Supervisor II (C)
 Coordinator of Quality Improvement (C)
 Coordinator of Family Support (C)
 Infection Preventionist (A)*

Nursing Supervisor (A)*
 Public Health Supervisor (C)
 Medicolegal Investigations Manager (C)
 Operations Manager (C)

Range 26

\$35.12	\$36.42	\$38.31	\$40.18	\$42.21
\$73,330.56	\$76,044.96	\$79,991.28	\$83,895.84	\$88,134.48

Airport Director (C)	Equity Manager (C)
Assistant Human Resources Director (C)	Environmental Protection Director (C)
Business Manager (C)	Human Services Lead Supervisor (C)
Computer Programmer/Analyst II (8)	Information Technology Project Manager (8)
Child Support Director (C)	Justice System Manager (C)
Cloud Services Coordinator (C)	Nurse Manager (C)
Data Solutions Architect (8)	Network Support Administrator (8)

Range 27

\$35.92	\$37.75	\$39.60	\$41.60	\$43.66
\$75,000.96	\$78,822.00	\$82,684.80	\$86,860.80	\$91,162.08

Assistant Public Works Director (C)	Communications Center Assistant Director (C)
Assistant Director of Nursing (C)	Risk Manager (C)
Assistant Director (C)	IT Customer Service Manager (C)
Program Manager (C)	

Range 28

\$37.22	\$39.06	\$41.03	\$43.06	\$45.21
\$77,715.36	\$81,557.28	\$85,670.64	\$89,909.28	\$94,398.48

Assistant to County Administrator (C)	Assistant Finance Director (C)
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Range 29

\$38.49	\$40.40	\$42.45	\$44.58	\$46.78
\$80,367.12	\$84,355.20	\$88,635.60	\$93,083.04	\$97,676.64

Economic Support Division Manager (C)	ADRC/Adult Protective Services Division Manager (C)
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Range 30

\$39.80	\$41.79	\$43.95	\$46.17	\$48.37
\$83,102.40	\$87,257.52	\$91,767.60	\$96,402.96	\$100,996.56

Data Services Manager (C)	IT Security Officer (C)
	IT Infrastructure Services Manager (C)

Range 31

\$41.11	\$43.17	\$45.34	\$47.56	\$49.89
\$85,837.68	\$90,138.96	\$94,669.92	\$99,305.28	\$104,170.32

Economic Development Manager (C)	Director of Nursing (C)
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Range 32

\$42.45	\$44.58	\$46.81	\$49.10	\$51.61
\$88,635.60	\$93,083.04	\$97,739.28	\$102,520.80	\$107,761.68

Administrative Services Division Manager (C)	Communication Center Director (C)
Court Commissioner (C)	Director of Land Conservation, Planning & Development

Range 33

\$43.84	\$46.02	\$48.33	\$50.77	\$53.33
\$91,537.92	\$96,089.76	\$100,913.04	\$106,007.76	\$111,353.04

Deputy Corporation Counsel (C)	Information Technology Deputy Director (C)
Health Officer (C)	
HSD Deputy Director (C)	

Range 34

\$45.29	\$47.53	\$49.88	\$52.40	\$55.02
\$94,565.52	\$99,242.64	\$104,149.44	\$109,411.20	\$114,881.76

Facilities Management Director (C)	Public Works Director (C)
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Range 35

\$46.74	\$49.05	\$51.51	\$54.09	\$56.83
\$97,593.12	\$102,416.40	\$107,552.88	\$112,939.92	\$118,661.04

Range 36

\$48.24	\$50.67	\$53.18	\$55.85	\$58.66
\$100,725.12	\$105,798.96	\$111,039.84	\$116,614.80	\$122,482.08

Human Resources Director (C)

Range 37

\$49.82	\$52.30	\$54.89	\$57.66	\$60.57
\$104,024.16	\$109,202.40	\$114,610.32	\$120,394.08	\$126,470.16

Director of Information Technology (C)

Range 38

\$51.44	\$54.02	\$56.74	\$59.51	\$62.48
\$107,406.72	\$112,793.76	\$118,473.12	\$124,256.88	\$130,458.24

Finance Director (C)

Range 39

\$53.10	\$55.81	\$58.61	\$61.48	\$64.54
\$110,872.80	\$116,531.28	\$122,377.68	\$128,370.24	\$134,759.52

Nursing Home Administrator (C)

Range 40

\$54.80	\$57.54	\$60.47	\$63.43	\$66.62
\$114,422.40	\$120,143.52	\$126,261.36	\$132,441.84	\$139,102.56

Range 41

\$56.61	\$59.43	\$62.38	\$65.52	\$68.85
\$118,201.68	\$124,089.84	\$130,249.44	\$136,805.76	\$143,758.80

Corporation Counsel (C)

Director of Human Services (C)

Unilateral (A) employees are non-exempt FLSA covered employees, which means they are eligible for overtime compensation on a time and one-half basis over 40 hours per week.

Unilateral (B) employees are exempt employees for purposes of the FLSA, but we have decided that they are eligible for overtime compensation on a straight time basis over 40 hours per week.

Unilateral (C) employees are exempt employees for purposes of FLSA and we have decided that they are not eligible for overtime, but may utilize "flex" hours.

An * indicates that the position is exempt for the purposes of FLSA, but we have decided to pay them overtime on a time and one half basis over 40 hours per week.

APPENDIX A - 1
SHERIFF'S COMMAND STAFF
UNILATERAL PAY GRID
Salaries Effective January 1, 2021

Range 31

\$40.70	\$42.74	\$44.89	\$47.09	\$49.40
\$84,981.60	\$89,241.12	\$93,730.32	\$98,323.92	\$103,147.20

Captain (C)

Range 33

\$43.41	\$45.56	\$47.85	\$50.27	\$52.80
\$90,640.08	\$95,129.28	\$99,910.80	\$104,963.76	\$110,246.40

Commander (C)

Range 35

\$46.28	\$48.56	\$51.00	\$53.55	\$56.27
\$96,632.64	\$101,393.28	\$106,488.00	\$111,812.40	\$117,491.76

Chief Deputy (C)

APPENDIX A - 2
SHERIFF'S NON-COMMAND STAFF
UNILATERAL PAY GRID
Salaries Effective January 1, 2021

Range 19

\$27.02	\$28.38	\$29.79	\$31.27	\$32.80
\$56,417.76	\$59,257.44	\$62,201.52	\$65,291.76	\$68,486.40

Correctional Supervisor (A)

APPENDIX A - 1
SHERIFF'S COMMAND STAFF
UNILATERAL PAY GRID
Salaries Effective July 1, 2021

Range 31

\$41.11	\$43.17	\$45.34	\$47.56	\$49.89
\$85,837.68	\$90,138.96	\$94,669.92	\$99,305.28	\$104,170.32

Captain (C)

Range 33

\$43.84	\$46.02	\$48.33	\$50.77	\$53.33
\$91,537.92	\$96,089.76	\$100,913.04	\$106,007.76	\$111,353.04

Commander (C)

Range 35

\$46.74	\$49.05	\$51.51	\$54.09	\$56.83
\$97,593.12	\$102,416.40	\$107,552.88	\$112,939.92	\$118,661.04

Chief Deputy (C)

APPENDIX A - 2
SHERIFF'S NON-COMMAND STAFF
UNILATERAL PAY GRID
Salaries Effective July 1, 2021

Range 19

\$27.29	\$28.66	\$30.09	\$31.58	\$33.13
\$56,981.52	\$59,842.08	\$62,827.92	\$65,939.04	\$69,175.44

Correctional Supervisor (A)

APPENDIX 8
AFSCME LOCAL 1077 PAY GRID

		Start	6 Mos	5 Years*	10 Years*	15 Years*	20 Years*
Classification I	1/1/2021	21.211	22.301	22.61	22.931	23.871	24.101
Stock Clerk							
Classification II	1/1/2021	21.731	22.851	23.181	23.501	24.481	24.761
Building Maintenance Worker II							
Classification III	1/1/2021	22.131	23.321	23.641	23.981	24.991	25.191
Highway Worker							
Classification III(A)	1/1/2021	22.131	23.321	23.641	23.981	24.991	25.191
Classification III(B)	1/1/2021	22.131	23.321	23.641	23.981	24.991	25.191
Classification III(C)	1/1/2021	22.31	23.491	23.821	24.141	25.171	25.381
Heavy Truck Driver							
Classification IV	1/1/2021	22.801	23.981	24.321	24.741	25.701	25.991
Bridge Crew Crusher Operator Heavy Equipment Operator Machnist Maintenance Worker IV Mechanic Highway Sign Maker Welder							
Classification IV(A)	1/1/2021	22.801	23.981	24.321	24.741	25.701	25.991
Airport Maintenance Worker							
Classification V	1/1/2021	23.721	24.951	25.31	25,691	26.731	27.001
Crew Leader							
Classification V(A)	1/1/2021	24.391	25.601	25.971	26.351	27.51	27.651
Airport Crew Leader Rock Haven Crew Leader							
Seasonal Employees	1/1/2021	14.401					

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX B
AFSCME LOCAL 1077 PAY GRID

		Start	6 Mos	5 Years*	10 Years*	15 Years*	20 Years*
Classification I	7/1/2021	21.42	22.521	22.841	23.161	24.11	24.341
Stock Clerk							
Classification II	7/1/2021	21.951	23.081	23.411	23.741	24.721	25.01
Building Maintenance Worker I							
Classification 111	7/1/2021	22.351	23.551	23.881	24.221	25.241	25.441
Highway Worker							
Classification III(A)	7/1/2021	22.351	23.551	23.881	24.221	25.241	25.441
Classification 111(B)	7/1/2021	22.351	23.551	23.881	24.221	25.241	25.441
Classification III(C)	7/1/2021	22.531	23.721	24.061	24.381	25.421	25.631
Heavy Truck Driver							
Classification IV	7/1/2021	23.031	24.221	24.561	24.991	25.961	26.251
Bridge Crew Crusher Operator Heavy Equipment Operator Machnist Maintenance Worker IV Mechanic Highway Sign Maker Welder							
Classification IV(A)	7/1/2021	23.031	24.221	24.561	24.991	25.961	26.251
Airport Maintenance Worker							
Classification V	7/1/2021	23.961	25.201	25.561	25.951	27.001	27.271
Crew Leader							
Classification V(A)	7/1/2021	24.631	25.861	26.231	26.61	27.791	27.931
Airport Crew Leader Rock Haven Crew Leader							
Seasonal Employees	1/1/2021	14.541					

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX C
AFSCME LOCAL 1258 PAY GRID

RANGE AND JOB CLASSIFICATION	STEP:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;">6 mos</td> <td style="width: 12.5%; text-align: center;">18 mos</td> <td style="width: 12.5%; text-align: center;">30 mos</td> <td style="width: 12.5%; text-align: center;">60 mos*</td> <td style="width: 12.5%; text-align: center;">120 mos*</td> <td style="width: 12.5%; text-align: center;">180 mos*</td> <td style="width: 12.5%; text-align: center;">240 mos)</td> </tr> <tr> <td style="text-align: center;">A</td> <td style="text-align: center;">B</td> <td style="text-align: center;">C</td> <td style="text-align: center;">D</td> <td style="text-align: center;">E</td> <td style="text-align: center;">F</td> <td style="text-align: center;">G</td> <td style="text-align: center;">H</td> </tr> </table>									6 mos	18 mos	30 mos	60 mos*	120 mos*	180 mos*	240 mos)	A	B	C	D	E	F	G	H
			6 mos	18 mos	30 mos	60 mos*	120 mos*	180 mos*	240 mos)																
A	B	C	D	E	F	G	H																		
Range 1	1/1/2021	\$19.86	\$20.81	\$21.91	\$23.38	\$24.01	\$24.79	\$25.78	\$26.31																
Range 2	1/1/2021	\$19.10	\$20.68	\$21.15	\$23.11	\$23.80	\$24.52	\$25.49	\$26.03																
Range 2A	1/1/2021	\$22.15	\$23.19	\$23.64	\$24.13	\$24.61	\$25.11	\$25.86	\$26.37																
LPN																									
Range 3	1/1/2021	\$19.57	\$20.83	\$21.66	\$22.39	\$23.19	\$23.91	\$24.85	\$25.33																
Range 3A	1/1/2021	\$18.50	\$19.01	\$20.41	\$22.05	\$22.12	\$23.39	\$24.30	\$24.81																
Range 4	1/1/2021	\$18.50	\$19.57	\$20.83	\$21.66	\$22.39	\$23.03	\$23.98	\$24.45																
Range 5	1/1/2021	\$18.65	\$19.73	\$20.50	\$21.28	\$21.96	\$22.62	\$23.54	\$24.02																
Environmental Services Supervisor																									
Range 6	1/1/2021	\$18.60	\$19.67	\$20.42	\$21.22	\$21.81	\$22.51	\$23.52	\$24.00																
Medical Records Tech.																									
Range 7	1/1/2021	\$17.11	\$18.01	\$19.13	\$20.46	\$21.22	\$21.16	\$22.62	\$23.01																
Range 8	1/1/2021	\$17.49	\$18.49	\$19.18	\$19.86	\$20.53	\$21.14	\$22.00	\$22.44																
Psychiatric Technician Peer Support Specialist																									
Range 8A	1/1/2021	\$11.19	\$18.32	\$18.82	\$19.26	\$19.77	\$20.38	\$21.23	\$21.62																
Range 9	1/1/2021	\$16.88	\$17.91	\$18.11	\$19.51	\$20.16	\$20.13	\$21.55	\$21.99																
Range 10	1/1/2021	\$15.97	\$11.01	\$18.11	\$19.49	\$20.16	\$20.12	\$21.51	\$21.86																
Unit Clerk Coordinator																									
Range 11	1/1/2021	\$16.91	\$17.96	\$18.11	\$19.48	\$20.15	\$20.12	\$21.49	\$21.97																
Public Health Support Specialist																									
Range 12	1/1/2021	\$16.59	\$17.64	\$18.21	\$18.99	\$19.58	\$20.19	\$20.96	\$21.37																
Administrative Assistant																									
Range 12A	1/1/2021	\$11.29	\$17.84	\$18.40	\$18.93	\$19.48	\$20.00	\$20.83	\$21.21																
Account Clerk II																									

RANGE AND JOB CLASSIFICATION	STEP:	<table style="display: inline-table; border: none;"> <tr> <td></td> <td style="text-align: center;">6</td> <td style="text-align: center;">18</td> <td style="text-align: center;">30</td> <td style="text-align: center;">60</td> <td style="text-align: center;">120</td> <td style="text-align: center;">180</td> <td style="text-align: center;">240</td> </tr> <tr> <td></td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> </tr> </table>									6	18	30	60	120	180	240		mos	mos	mos	mos*	mos*	mos*	mos*
			6	18	30	60	120	180	240																
	mos	mos	mos	mos*	mos*	mos*	mos*																		
	A	B	C	D	E	F	G	H																	
Range 13	1/1/2021	\$16.92	\$17.93	\$18.26	\$18.75	\$19.26	\$19.82	\$20.61	\$21.04																
Release of Information Coordinator																									
Range 14	1/1/2021	\$16.55	\$17.56	\$18.02	\$18.59	\$19.13	\$19.68	\$20.47	\$20.89																
Range 15	1/1/2021	\$15.92	\$16.96	\$17.65	\$18.32	\$18.91	\$19.49	\$20.32	\$20.67																
Range 16	1/1/2021	\$16.21	\$11.22	\$17.81	\$18.29	\$18.83	\$19.34	\$20.12	\$20.5s																
Range 17	1/1/2021	\$15.95	\$11.12	\$11.12	\$18.26	\$18.75	\$19.28	\$20.05	\$20.47																
Range 18	1/1/2021	\$16.19	\$11.15	\$17.60	\$17.98	\$18.46	\$19.04	\$19.78	\$20.16																
Range 19	1/1/2021	\$15.19	\$16.21	\$16.78	\$17.32	\$17.88	\$1s.40	\$19.10	\$19.51																
Clerk Typist II																									
Range 20	1/1/2021	\$15.51	\$16.59	\$11.19	\$17.98	\$18.50	\$19.06	\$19.82	\$20.2,																
Food Service Supervisor																									
Range 21	1/1/2021	\$15.32	\$16.39	\$16.81	\$11.11	\$17.75	\$18.26	\$19.02	\$19.40																
Range 22	1/1/2021	\$14.86	\$15.92	\$16.42	\$16.94	\$11.50	\$17.98	\$18.69	\$19.10																
Central Supply Clerk																									
Range 23	1/1/2021	\$14.96	\$15.98	\$16.21	\$16.73	\$11.24	\$17.79	\$18.52	\$18.89																
Range 24	1/1/2021	\$14.52	\$15.58	\$16.09	\$16.61	\$11.12	\$17.64	\$18.36	\$18.69																
Cook																									
Range 25	1/1/2021	\$14.23	\$15.25	\$15.73	\$16.21	\$16.81	\$11.28	\$17.98	\$18.40																
Activity Therapy Assitant Beautician Medical Record Clerk Certified Nursing Assistant																									
Range 26	1/1/2021	\$14.21	\$15.24	\$15.72	\$16.26	\$16.79	\$11.24	\$17.97	\$18.39																
Range 27	1/1/2021	\$13.84	\$14.92	\$15.43	\$15.98	\$16.47	\$16.99	\$11.10	\$17.98																
Range 28	1/1/2021	\$14.01	\$15.11	\$15.61	\$16.16	\$16.66	\$11.13	\$11.81	\$18.19																
Environmental Service Worker Food Service Worker																									
Range 29	1/1/2021	\$13.94	\$15.03	\$15.49	\$16.00	\$16.51	\$11.02	\$17.73	\$18.02																
Range 30	1/1/2021	\$13.64	\$14.70	\$15.09	\$15.47	\$15.96	\$16.43	\$11.11	\$17.42																
Clerk Steno II																									

RANGE AND JOB CLASSIFICATION	STEP:	<table border="0" style="display: inline-table; vertical-align: middle;"> <tr> <td></td> <td style="text-align: center;">6</td> <td style="text-align: center;">18</td> <td style="text-align: center;">30</td> <td style="text-align: center;">60</td> <td style="text-align: center;">120</td> <td style="text-align: center;">180</td> <td style="text-align: center;">240</td> </tr> <tr> <td></td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> <td style="text-align: center;">mos*</td> </tr> </table>									6	18	30	60	120	180	240		mos	mos	mos	mos*	mos*	mos*	mos*
			6	18	30	60	120	180	240																
	mos	mos	mos	mos*	mos*	mos*	mos*																		
	A	B	C	D	E	F	G	H																	
Range 31	1/1/2021	\$13.60	\$14.65	\$15.05	\$15.43	\$15.92	\$16.40	\$17.06	\$17.37																
Range 32	1/1/2021	\$13.49	\$14.56	\$14.96	\$15.32	\$15.82	\$16.26	\$16.92	\$17.24																
Range 33	1/1/2021	\$13.09	\$14.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00																

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIXC AFSCME LOCAL 1258 POOL PAY GRID
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Start	1,000 hours worked	5,200 hours worked
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Pool C.N.A

1/1/2021	\$19.23	\$19.80	\$20.41
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Pool ATA

1/1/2021	\$19.23	\$19.80	\$20.41
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Pool LPN

1/1/2021	\$27.07	\$27.87	\$28.71
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Pool Pscyh Tech

1/1/2021	\$21.59	\$22.27	\$22.93
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Pool Unit Clerk

1/1/2021	\$20.45	\$21.05	\$21.71
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<p>The wage scale is printed in the contract for reference purposes only. Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.</p>

APPENDIX C
AFSCME LOCAL 1258 PAY GRID

RANGE AND JOB CLASSIFICATION	STEP:	6 18 30 60 120 180 240 mos mos mos mos* mos* mos* mos*							
		A	B	C	D	E	F	G	H
Range 1	7/1/2021	\$20.06	\$21.08	\$22.13	\$23.61	\$24.31	\$25.04	\$26.04	\$26.57
Range 2	7/1/2021	\$19.90	\$20.89	\$21.97	\$23.34	\$24.04	\$24.77	\$25.74	\$26.29
Range 2A	7/1/2021	\$22.98	\$23.42	\$23.88	\$24.37	\$24.86	\$25.36	\$26.12	\$26.63
LPN									
Range 3	7/1/2021	\$19.77	\$21.04	\$21.88	\$22.61	\$23.42	\$24.15	\$25.10	\$25.58
Range 3A	7/1/2021	\$18.69	\$19.26	\$20.61	\$22.21	\$22.95	\$23.62	\$24.54	\$25.06
Range 4	7/1/2021	\$18.69	\$19.77	\$21.04	\$21.88	\$22.61	\$23.26	\$24.22	\$24.69
Range 5	7/1/2021	\$18.84	\$19.93	\$20.11	\$21.49	\$22.18	\$22.85	\$23.78	\$24.26
Environmental Services Supervisor									
Range 6	7/1/2021	\$18.79	\$19.87	\$20.62	\$21.43	\$22.09	\$22.80	\$23.76	\$24.24
Medical Records Tech.									
Range 7	7/1/2021	\$17.28	\$18.25	\$19.32	\$20.66	\$21.33	\$21.98	\$22.85	\$23.30
Range 8	7/1/2021	\$17.66	\$18.67	\$19.37	\$20.06	\$20.74	\$21.35	\$22.22	\$22.66
Psychiatric Technician Peer Support Specialist									
Range SA	7/1/2021	\$17.97	\$18.50	\$19.01	\$19.45	\$19.97	\$20.58	\$21.44	\$21.84
Range 9	7/1/2021	\$11.05	\$11.89	\$12.90	\$13.71	\$14.36	\$15.04	\$15.77	\$16.21
Range 10	7/1/2021	\$16.13	\$17.18	\$18.35	\$19.68	\$20.36	\$20.93	\$21.13	\$22.08
Unit Clerk Coordinator									
Range 11	7/1/2021	\$11.08	\$11.14	\$11.90	\$12.67	\$13.35	\$14.03	\$14.10	\$14.19
Public Health Support Specialist									
Range 12	7/1/2021	\$16.76	\$17.82	\$18.45	\$19.18	\$19.78	\$20.39	\$21.11	\$21.58
Administrative Assistant									
Range 12A	7/1/2021	\$17.46	\$18.02	\$18.58	\$19.12	\$19.67	\$20.20	\$21.04	\$21.48
Account Clerk II									

RANGE AND JOB CLASSIFICATION	STEP:	<table style="display: inline-table; border: none;"> <tr> <td></td><td style="text-align: center;">6</td><td style="text-align: center;">18</td><td style="text-align: center;">30</td><td style="text-align: center;">60</td><td style="text-align: center;">120</td><td style="text-align: center;">180</td><td style="text-align: center;">240</td> </tr> <tr> <td></td><td style="text-align: center;">mos</td><td style="text-align: center;">mos</td><td style="text-align: center;">mos</td><td style="text-align: center;">mos*</td><td style="text-align: center;">mos*</td><td style="text-align: center;">mos*</td><td style="text-align: center;">mos*</td> </tr> </table>									6	18	30	60	120	180	240		mos	mos	mos	mos*	mos*	mos*	mos*
			6	18	30	60	120	180	240																
	mos	mos	mos	mos*	mos*	mos*	mos*																		
		A	B	C	D	E	F	G	H																
Range 13	7/1/2021	\$17.09	\$18.11	\$18.44	\$18.94	\$19.45	\$20.02	\$20.82	\$21.25																
Release of Information Coordinator																									
Range 14	7/1/2021	\$16.08	\$17.74	\$18.20	\$18.78	\$19.32	\$19.88	\$20.67	\$21.00																
Range 15	7/1/2021	\$16.08	\$17.13	\$17.83	\$18.50	\$19.10	\$19.68	\$20.52	\$20.88																
Range 16	7/1/2021	\$16.43	\$17.39	\$17.99	\$18.47	\$19.02	\$19.53	\$20.32	\$20.76																
Range 17	7/1/2021	\$16.11	\$17.29	\$17.90	\$18.44	\$18.94	\$19.47	\$20.25	\$20.67																
Range 18	7/1/2021	\$16.35	\$17.32	\$17.78	\$18.16	\$18.64	\$19.23	\$19.98	\$20.36																
Range 19	7/1/2021	\$15.34	\$16.43	\$16.95	\$17.49	\$18.06	\$18.58	\$19.29	\$19.71																
Clerk Typist II																									
Range 20	7/1/2021	\$15.67	\$16.76	\$17.36	\$18.16	\$18.69	\$19.25	\$20.02	\$20.41																
Food Service Supervisor																									
Range 21	7/1/2021	\$15.47	\$16.55	\$16.98	\$17.34	\$17.93	\$18.44	\$19.21	\$19.59																
Range 22	7/1/2021	\$15.01	\$16.08	\$16.58	\$17.11	\$17.68	\$18.16	\$18.88	\$19.29																
Central Supply Clerk																									
Range 23	7/1/2021	\$15.11	\$16.14	\$16.43	\$16.90	\$17.41	\$17.97	\$18.71	\$19.05																
Range 24	7/1/2021	\$14.67	\$15.74	\$16.25	\$16.78	\$17.29	\$17.82	\$18.54	\$18.88																
Cook																									
Range 25	7/1/2021	\$14.37	\$15.40	\$15.89	\$16.43	\$16.98	\$17.45	\$18.16	\$18.58																
Activity Therapy Assistant Beautician Medical Record Clerk Certified Nursing Assistant																									
Range 26	7/1/2021	\$14.35	\$15.39	\$15.88	\$16.42	\$16.96	\$17.41	\$18.15	\$18.57																
Range 27	7/1/2021	\$13.98	\$15.07	\$15.58	\$16.14	\$16.63	\$17.16	\$17.88	\$18.16																
Range 28	7/1/2021	\$14.21	\$15.26	\$15.77	\$16.32	\$16.83	\$17.30	\$17.99	\$18.37																
Environmental Service Worker Food Service Worker																									
Range 29	7/1/2021	\$14.08	\$15.18	\$15.64	\$16.16	\$16.68	\$17.19	\$17.91	\$18.20																
Range 30	7/1/2021	\$13.78	\$14.85	\$15.24	\$15.62	\$16.12	\$16.59	\$17.28	\$17.59																
Clerk Steno II																									

RANGE AND JOB CLASSIFICATION	STEP:	6		18		30		60		120		180		240	
		A	B	C	D	E	F	G	H	mos	mos*	mos*	mos*	mos*	mos*
Range 31	7/1/2021	\$13.74	\$14.80	\$15.20	\$15.58	\$16.08	\$16.56	\$11.23	\$17.54						
Range 32	7/1/2021	\$13.62	\$14.71	\$15.11	\$15.47	\$15.98	\$16.42	\$11.09	\$11.41						
Range 33	7/1/2021	\$13.22	\$14.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00						

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*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIXC AFSCME LOCAL 1258 POOL PAY GRID
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Start	1,000 hours worked	5,200 hours worked
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Pool C.N.A

7/1/2021	\$19.42	\$20.00	\$20.61
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Pool ATA

7/1/2021	\$19.42	\$20.00	\$20.61
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Pool LPN

7/1/2021	\$27.34	\$28.15	\$29.00
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Pool Pscyh Tech

7/1/2021	\$21.81	\$22.49	\$23.16
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Pool Unit Clerk

7/1/2021	\$20.65	\$21.26	\$21.93
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**APPENDIX D
AFSCME LOCAL 2489 PAY GRID**

RANGE AND JOB CLASSIFICATION	STEP:	Start	6 mos	18 mos	60 mos*	120 mos*	180 mos*	240 mos*
Range O Telecom m unicator	1/1/2021	21.50	22.79	24.16	25.24	25.75	26.26	26.79
Range 0.5 Accountant Deputy County Clerk Deputy County Treasurer	1/1/2021	19.871	21.01	22.041	23.091	23.21	24.151	24.421
				Collections/Accounts Specialist Deputy Register of Deeds Information Technology Support Specialist				
Range 1 Printing Services Coordinator	1/1/2021	18.861	20.041	21.711	22.751	22.971	23.911	24.091
Range 1a Accounting Specialist Call Taker Lead Child Support Specialist Lead Economic Support Specialist	1/1/2021	19.401	20.451	21.461	22.531	22.761	23.671	23.941
				Lead Legal Support Specialist Medical Record Technician Lead Worker				
Range 2 Deputy Veterans Service Officer II	1/1/2021	18.391	19.461	20.531	21.561	21.771	22.621	22.851
Range 3 County Clerk Specialist Child Support Reimbursement Specialist	1/1/2021	19.041	19.591	20.251	21.171	21.351	22.221	22.441
				Deputy Clerk of Court Deputy Register in Probate II Economic Support Specialist				
Range 4 Consumer Financial Support Specialist Deputy Surveyor Family Care Giver Support/Outreach Specialist HSD Support Specialist	1/1/2021	18.911	19.261	19.781	20.791	20.941	21.791	22.001
				Legal Stenographer Legal Support Specialist Real Property Specialist Register of Deeds Specialist Skill Development Specialist				
Range 4a Child Support Financial Specialist	1/1/2021	18.461	18.881	19.371	20.321	20.461	21.351	21.501
Range 5 Account Clerk III Deputy Veterans Service Officer I	1/1/2021	18.011	18.461	18.931	19.851	20.011	20.851	21.041
Range 6 Account Clerk - HSD Administrative Assistant/ Stenographer	1/1/2021	17.901	18.291	18.791	19.691	19.841	20.641	20.871
Range 7	1/1/2021	17.561	18.061	18.601	19.501	19.681	20.461	20.661

			6	18	60	120	180	240
RANGE AND JOB CLASSIFICATION	STEP:	Start	mos	mos	mos*	mos*	mos*	mos*
Account Clerk I Administrative Assistant								
								Optical Imaging Specialist
Range 8	1/1/2021	17.641	17.91	18.421	19.31	19.481	20.261	20.441
Child Support Case Initiation Specialist								
Range 9	1/1/2021	16.841	17.431	17.91	18.781	18.951	19.71	19.881
Job Center Support Specialist								
Range 10	1/1/2021	16.891	17.201	17.661	18.491	18.681	19.421	19.661
Word Processing Operator								
Range 11	1/1/2021	16.401	16.681	17.071	17.931	18.091	18.81	19.041
Clerk Typist III								
Range 12	1/1/2021	16.131	16.481	16.921	17.751	17.891	18.621	18.801
Specialized Transit Scheduler/Clerk								
Range 13	1/1/2021	15.91	16.331	16.651	17.421	17.601	18.261	18.451
Clerk II Clerk Typist II								

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**APPENDIX D
AFSCME LOCAL 2489 PAY GRID**

RANGE AND JOB CLASSIFICATION	STEP:	Start	6 mos	18 mos	60 mos*	120 mos*	180 mos*	240 mos*
Range 0 Telecommunicator	7/1/2021	21.72	23.02	24.40	25.49	26.01	26.52	27.06
Range 0.5 Accountant Deputy County Clerk Deputy County Treasurer	7/1/2021	20.071	21.221	22.261	23.321	23.441	24.391	24.661
Range 1 Printing Services Coordinator	7/1/2021	19.051	20.241	21.931	22.981	23.201	24.151	24.331
Range 1a Accounting Specialist Call Taker Lead Child Support Specialist Lead Economic Support Specialist	7/1/2021	19.591	20.651	21.671	22.761	22.991	23.91	24.181
Range 2 Deputy Veterans Service Officer II	7/1/2021	18.571	19.651	20.741	21.781	21.991	22.851	23.081
Range 3 County Clerk Specialist Child Support Reimbursement Specialist	7/1/2021	19.231	19.791	20.451	21.381	21.561	22.441	22.661
Range 4 Consumer Financial Support Specialist Deputy Surveyor Family Care Giver Support/Outreach Specialist HSD Support Specialist	7/1/2021	19.101	19.451	19.981	21.001	21.151	22.01	22.221
Range 4a Child Support Financial Specialist	7/1/2021	18.641	19.071	19.561	20.521	20.661	21.561	21.721
Range 5 Account Clerk III Deputy Veterans Service Officer I	7/1/2021	18.191	18.641	19.121	20.051	20.21	21.061	21.251
Range 6 Account Clerk - HSD Administrative Assistant/ Stenographer	7/1/2021	18.081	18.471	18.981	19.891	20.041	20.851	21.081
Range 7	7/1/2021	17.741	18.241	18.791	19.701	19.881	20.661	20.871

RANGE AND JOB CLASSIFICATION	STEP:	Start	6 mos	18 mos	60 mos*	120 mos*	180 mos*	240 mos*
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Account Clerk II
 Administrative Assistant
 Optical Imaging Specialist

Range 8	7/1/2021	17.821	18.091	18.601	19.501	19.671	20.461	20.641
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Child Support Case Initiation Specialist

Range 9	7/1/2021	17.011	17.601	18.091	18.971	19.141	19.911	20.081
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Job Center Support Specialist

Range 10	7/1/2021	17.061	17.371	17.841	18.671	18.871	19.611	19.861
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Word Processing Operator

Range 11	7/1/2021	16.561	16.851	17.241	18.111	18.271	19.001	19.231
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Clerk Typist III

Range 12	7/1/2021	16.291	16.641	17.091	17.931	18.071	18.811	18.991
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Specialized Transit Scheduler/Clerk

Range 13	7/1/2021	16.071	16.491	16.821	17.591	17.781	18.441	18.631
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Clerk II
 Clerk Typist II

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

**AFSCME 2489-Y
YOUTH SERVICES CENTER PAY GRID**

Youth Specialists	STEP	1/1/2021
Start	A	\$17.12
After 12 months	B	\$18.06
After 24 months	C	\$20.00
After 36 months	D	\$20.75
After 48 months	E	\$21.08
After 60 months*	F	\$21.74
After 120 months*	G	\$22.08
After 180 months*	H	\$22.36
After 240 months*	I	\$22.80

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*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

**AFSCME 2489-Y
YOUTH SERVICES CENTER PAY GRID**

Youth Specialists	STEP	7/1/2021
Start	A	\$17.29
After 12 months	B	\$18.24
After 24 months	C	\$20.20
After 36 months	D	\$20.96
After 48 months	E	\$21.29
After 60 months*	F	\$21.96
After 120 months*	G	\$22.30
After 180 months*	H	\$22.58
After 240 months*	I	\$23.03

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**APPENDIX F
AMHS - HUMAN SERVICES**

Range 1

Human Services Professional I

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	18.48	19.36	20.27	21.10	21.98	22.83	23.67	24.56	25.43	26.29	27.10	27.71

Range 2

Human Services Professional II

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	19.60	20.54	21.49	22.40	23.33	24.24	25.14	26.10	26.99	27.92	28.78	29.37

Range 3

Human Services Professional III

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	21.63	22.19	22.52	23.56	24.61	25.62	26.69	27.74	28.75	29.81	30.71	31.30

Range 4

Human Services Professional IV; Lead Worker

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	22.62	23.19	23.55	24.64	25.73	26.79	27.90	29.01	30.06	31.16	32.11	32.73

Range 5

Human Services Professional V; Lead Worker

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	23.42	24.01	24.39	25.51	26.63	27.73	28.88	30.03	31.11	32.25	33.23	33.87

Range 6

Human Services Professional VI

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	25.12	26.06	27.02	27.97	28.96	29.88	30.83	31.80	32.79	33.73	34.73	35.42

Range 7

Human Services Professional VII

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	26.23	27.22	28.24	29.22	30.24	31.20	32.21	33.22	34.25	35.24	36.28	37.00

Range 8

Human Services Professional VIII

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	27.23	28.26	29.33	30.35	31.42	32.39	33.44	34.49	35.56	36.58	37.67	38.42

Range 9

Human Services Professional IX; Lead Worker; Registered Nurse

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
1/1/2021	29.06	30.01	31.00	31.91	32.87	33.80	34.74	35.68	36.61	37.58	38.68	39.47

Wage scales are maintained in the Rock County Policy and Procedure Manual under Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX F
AMHS - HUMAN SERVICES

Range 1

Human Services Professional I

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	18.66	19.55	20.47	21.31	22.20	23.06	23.91	24.81	25.68	26.55	27.37	27.99

Range2

Human Services Professional II

	Step 1	Step2	Step 3	Step4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	19.80	20.75	21.70	22.62	23.56	24.48	25.39	26.36	27.26	28.20	29.07	29.66

Range3

Human Services Professional III

	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	21.85	22.41	22.75	23.80	24.86	25.88	26.96	28.02	29.04	30.11	31.02	31.61

Range4

Human Services Professional IV; Lead Worker

	Step I	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	22.85	23.42	23.79	24.89	25.99	27.06	28.18	29.30	30.36	31.47	32.43	33.06

Ranges

Human Services Professional V; Lead Worker

	Step I	Step 2	Step 3	Step4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	23.65	24.25	24.63	25.77	26.90	28.01	29.17	30.33	31.42	32.57	33.56	34.21

Range 6

Human Services Professional VI

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	25.37	26.32	27.29	28.25	29.25	30.18	31.14	32.12	33.12	34.07	35.08	35.77

Range 7

Human Services Professional VII

	Step 1	Step 2	Step 3	Step4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	26.49	27.49	28.52	29.51	30.54	31.51	32.53	33.55	34.59	35.59	36.64	37.37

Range8

Human Services Professional VIII

	Step I	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	27.50	28.54	29.62	30.65	31.73	32.71	33.77	34.83	35.92	36.95	38.05	38.80

Range9

Human Services Professional IX; Lead Worker; Registered Nurse

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	15 Years*	20 Years*
7/1/2021	29.35	30.31	31.31	32.23	33.20	34.14	35.09	36.04	36.98	37.96	39.07	39.86

Wage scales are maintained in the Rock County Policy and Procedure Manual under Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX G
AMHS - ROCK HAVEN

Range II

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
1/1/2021	\$21.42	\$21.98	\$22.32	\$23.35	\$24.39	\$25.36	\$26.42	\$27.47	\$28.47	\$29.52	\$30.43	\$31.02

Range III

**Social Worker- MA, MSW, MSSW with certification, Master Case Manager
Therapists, Counselors, Family Therapists- MA, MS, MSW, MSSW with certification**

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
1/1/2021	\$25.12	\$26.06	\$27.02	\$27.97	\$28.96	\$29.88	\$30.83	\$31.80	\$32.79	\$33.73	\$34.73	\$35.42

Range IV

Registered Nurse

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
1/1/2021	\$29.06	\$30.01	\$31.00	\$31.91	\$32.87	\$33.80	\$34.74	\$35.68	\$36.61	\$37.58	\$38.68	\$39.47

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX G
AMHS - ROCK HAVEN

Range II

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
7/1/2021	\$21.63	\$22.20	\$22.54	\$23.58	\$24.63	\$25.61	\$26.68	\$27.74	\$28.75	\$29.82	\$30.73	\$31.33

Range III

**Social Worker- MA, MSW, MSSW with certification, Master Case Manager
Therapists, Counselors, Family Therapists- MA, MS, MSW, MSSW with certification**

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
7/1/2021	\$25.37	\$26.32	\$27.29	\$28.25	\$29.25	\$30.18	\$31.14	\$32.12	\$33.12	\$34.07	\$35.08	\$35.77

Range IV

Registered Nurse

	Start	Six Months	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	15 Years*	20 Years*
7/1/2021	\$29.35	\$30.31	\$31.31	\$32.23	\$33.20	\$34.14	\$35.09	\$36.04	\$36.98	\$37.96	\$39.07	\$39.86

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIXH SEIUPUBLIC HEALTH NURSES

	1/1/2021
Length of Service	
Start	\$30.01
6 Months	\$31.56
18 Months	\$32.62
30 Months	\$33.04
54 Months	\$33.69
78 Months	\$34.37
144 Months	\$35.07
180 Months*	\$35.42

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIXH SEIUPUBLIC HEALTH NURSES

	7/1/2021
Length of Service	
Start	\$30.31
6 Months	\$31.88
18 Months	\$32.95
30 Months	\$33.37
54 Months	\$34.03
78 Months	\$34.71
144 Months	\$35.42
180 Months*	\$35.77

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX I
ROCK COUNTY ATTORNEYS'
ASSOCIATION PAY GRID

	1/1/2021
Entry	\$ 55,709.22
Step A	\$ 59,193.19
Step B	\$ 62,615.87
Step C	\$ 70,971.69
Step D	\$ 79,337.51
Step E	\$ 86,437.91
Step F	\$ 92,771.75
Step G	\$ 99,335.00
Step H*	\$ 101,322.80
Step I*	\$ 103,349.26

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

APPENDIX I
ROCK COUNTY ATTORNEYS'
ASSOCIATION PAY GRID

	7/1/2021
Entry	\$ 56,266.31
Step A	\$ 59,785.12
Step B	\$ 63,242.03
Step C	\$ 71,681.41
Step D	\$ 80,130.89
Step E	\$ 87,302.29
Step F	\$ 93,699.47
Step G	\$ 100,328.35
Step H*	\$ 102,336.03
Step I*	\$ 104,382.79

Wage scales are maintained in the Rock County Policy and Procedures Manual under the Appendices.

*These are longevity steps. Employees must have continuous Rock County employment equal to the designated years of service to be placed in the corresponding pay step.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

December 4, 2020
DATE DRAFTED

SETTING THE 2021 SALARY OF THE COUNTY ADMINISTRATOR

- 1 **WHEREAS**, the County Administrator’s current salary is \$142,168.65; and,
- 2
- 3 **WHEREAS**, the County Board Staff Committee reviewed the County Administrator’s salary, other
- 4 benefits, and the annual adjustments recommended and received by other County employees for 2021;
- 5 and,
- 6
- 7 **WHEREAS**, the County Board Staff Committee recommends a 2.00% increase to the County
- 8 Administrator’s salary effective 1-1-21, and an additional 1% increase to the County Administrator’s
- 9 salary effective 7-1-2021, which is consistent with adjustments for other County employees.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 12 assembled on this _____ day of _____, 2021 does hereby authorize that the County
- 13 Administrator’s salary be adjusted by 2.00% effective 1-1-2021, and 1% effective 7-1-2021
- 14
- 15 **BE IT FURTHER RESOLVED**, that the health insurance plan granted other Unilateral employees be
- 16 continued.
- 17
- 18 **BE IT FURTHER RESOLVED**, that the dental plan available to Unilateral employees be continued.
- 19
- 20 **BE IT FURTHER RESOLVED**, that the current car allowance of \$6,000 annually be continued and
- 21 the current expense allowance of \$2,000 annually be continued.
- 22
- 23 **BE IT FURTHER RESOLVED**, that the current deferred compensation contribution of \$6,500
- 24 annually be continued.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Puviance, Chair

Louis Peer

Rich Bostwick, Vice Chair

J. Russell Podzilni

Mary Beaver

Alan Sweeney

Tom Brien

Bob Yeomans

Kevin Leavy

SETTING THE 2021 SALARY OF THE COUNTY ADMINISTRATOR

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LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

FISCAL NOTE:

	<u>2020 Base Compensation</u>		<u>Increase</u>	<u>2021 Base Compensation</u>
Salary	\$142,168.65	1/1/2021	2.00%	\$145,012.02
		7/1/2021	1.00%	\$146,462.14
Car Allowance	\$6,000			\$6,000
Expense Allow.	\$2,000			\$2,000
Deferred Comp.	\$6,500			\$6,500

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Matter of policy.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

The purpose of this resolution is to provide a wage rate increases for the County Administrator.

The County has settled with the Deputy Sheriff's Association (DSA) and the Deputy Sheriff Supervisor's Association (DSS), where they have been approved for a 2021 across the board salary increases of 2.0% effective January 1, 2021, and an additional 1.0% effective July 1, 2021.

The County previously settled a 2 year contract with the Correctional Officers Association, where they have received a 2021 across the board salary increases of 2.5% effective January 1, 2021.

The proposed wage increase for all other employees is the same as the DSA and DSS of 2.0% on 1/1/2021 with an additional 1.0% on 7/1/2021.

This resolution provides for a 2.00% wage rate increase on 1/1/2021 and an additional 1.0% wage rate increase on 7/1/2021 for the County Administrator, to keep pace with cost of living, inflation, and external market factors.

Administrative Policy & Procedure Manual
Section: Human Resources
Policy: Overtime, Flex and After Hours Payments
Policy No: 5.31
Effective: ~~5/25/2011/2021~~
Revising: ~~3/10/2020~~ ~~5/25/2020~~

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Overtime for Unilateral Employees.

If an employee and the employer agree to a flexible schedule within a two (2) week payroll period, which causes the employee to work in excess of forty (40) hours per week, the overtime provision does not apply until over eighty (80) hours in a two (2) week payroll period.

- (A) Unilateral A employees are eligible for overtime compensation on a time and one-half basis over forty hours per week.

Employees may be paid in compensatory time off or in cash payment upon the request of the employee and subject to appropriate federal laws, budgetary and work scheduling limitations and approval of the Department Head.

- (B) Unilateral B Employees (those employees in the following job classifications) shall be eligible for overtime compensation on a straight time basis over forty hours per week.

Employees may be paid in compensatory time off or in cash payment upon the request of the employee and subject to appropriate federal laws, budgetary and work scheduling limitations and the approval of the Department Head:

- Communications Center Shift Supervisor
- Computer Programmer/Analyst I
- Computer Programmer/Analyst II
- Data Solutions Architect
- Environmental Health Specialist I&II
- ~~GEO Application Specialist~~
- GIS Coordinator
- Information Technology Project Manager
- Network Support Administrator
- Network Technician
- ~~Planner I~~
- ~~Planner II~~
- Planner III
- Public Safety Systems Coordinator
- Public Works Superintendent
- Shop Superintendent
- Systems Analyst
- Victim/Witness Specialist

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(C) Unilateral C employees, shall not be eligible for overtime. The only exceptions would be:

- (1) in the case of an employment services agreement, which contained such a provision; and
- (2) employees in the following job classifications who are eligible for overtime compensation on a time and one-half basis over forty hours worked per week:

Assistant Food Service Manager
MDS Nurse
Nursing Supervisor
Infection Preventionist
YSC Supervisor

Full-time, FLSA exempt (salaried), employees classified as "Unilateral C" shall exercise discretion over the methods and manners in which they effectively utilize work time. Exempt employees are expected to average not less than forty (40) hours of work per week. They may be required to attend regular or special meetings, or events, to perform other services outside of regular working hours. In return for these services, these employees may take time off when the workload of the office permits. It is not the intent of this provision to allow time off on an hour for hour basis. "Unilateral C" employees shall follow departmental rules regarding time off requests in which only eight (8) hours may be accounted for by flex. To use additional hours of flex time, the employee must receive specific supervisor approval.

All employees shall keep accurate accounts of all hours worked, on time sheets promulgated by the County.

Flex time may be used contiguous to any other paid benefit time (vacation, sick leave, holiday, etc.).

Flex time is intended to allow some flexibility in work schedules. It is not intended to be an hour-for-hour exchange. Under no circumstances will compensation be paid for any additional time upon separation, termination, resignation or any other departure for any exempt salaried employee.

Any violations or abuse of this Policy shall be reported to the Human Resources Director for appropriate disciplinary action, up to and including termination.

- (D) The accumulation of compensatory time off for unilateral employees shall not exceed eighty hours. Compensatory time must be taken in the calendar year in which it was generated or it will be paid out on the last paycheck of the calendar year.

If an employee and the employer agree to a flexible schedule within a two (2) week payroll period, which causes the employee to work in excess of eight (8) hours per day, the eight (8) hour overtime provision does not apply.

3. An employee who is designated for after-hours coverage is not eligible for time and one-half until the end of his/her regularly scheduled shift.

Child Protective Services Division

After-hours procedures for those employees whose job duties require carrying an after hours cell phone are generally as follows:

After hours are designated as:

Monday, 5:00 pm to Tuesday, 8:00 am	(15 hrs.)
Tuesday, 5:00 pm to Wednesday, 8:00 am	(15 hrs.)
Wednesday, 5:00 pm to Thursday, 8:00 am	(15 hrs.)
Thursday, 5:00 pm to Friday, 8:00 am	(15 hrs.)
Fri. 5 p.m.-Sat. 8 a.m.	(15 hrs.)
Sat. 8 a.m.-Sat. 5 p.m.	(9 hrs)
Sat. 5 p.m.-Sun. 8 a.m.	(15 hrs)
Sun. 8 a.m.-Sun. 5 p.m.	(9 hrs)
Sunday, 5:00 pm to Monday, 8:00 am	(15 hrs.)

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The County will provide the designated after-hours cell phones to employees on call during after-hours.

An initial after-hours schedule will be established covering a minimum three (3) month period of time.

Using seniority, employees within the Division who have been designated by the County as trained and eligible shall sign up for a minimum of 2 after-hours shifts each quarter. Each employee must keep at least 2 after-hours shift per quarter, however, during the sign-up they may sign-up for as many shifts as they want. An employee who signs ups for more than 2 shifts, may give shifts away, however they are required to keep and cover a minimum 2 shifts a quarter. may sign up for after-hours duty on a daily or weekly basis for after-hours shifts during the scheduled period. The maximum number of days scheduled in succession will not exceed seven (7) days. For those trained employees who sign up for and keep at least one shift, will be exempt from being mandated to an assigned after-hours shift. If no employee signs up for a shift, employees who have not signed up and fulfilled a shift will be assigned on a rotating basis starting with the least senior qualified trained employee.

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If there are vacant shifts at the end of the sign-up, those shall be assigned according to seniority, beginning with the least senior staff whom have covered the fewest number of shifts that quarter. So, the first vacant shift would be assigned to the staff member with the least number of shifts that quarter who has the least seniority. The next shift would be assigned to the next least senior staff who signed up for the fewest numbers of shifts and so on until all shifts are covered.

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Employees who have the qualifications and training may be designated to respond to after-hours duties during their off hours will be paid at the applicable overtime rate. A back-up pool of qualified and trained employees will be established to provide coverage if the employee scheduled is unavailable.

~~Each documented Afterhours Access report involving a separate family will be compensated at a one hour minimum. Actual time over the hour will be compensated at time and one-half. Compensation for phone calls on currently open cases will be handled in the same manner.~~

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~~A back-up pool of qualified and trained employees will be established to provide coverage if the employee scheduled is unavailable.~~

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~~When an employee is off duty and directed to report to work by a supervisor outside of his/her normal schedule he/she will receive time and one-half of his/her hourly rate of pay for all hours actually worked. The two-hour minimum call-in provision may apply only if the employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of daily work hours.~~

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~~If an employee receives an off-duty phone call and performs services for the County without leaving home, the employee will receive time and one-half of his/her hourly rate of pay for all hours actually worked~~

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~~In addition to the normal scheduled work hours, e~~Employees will be paid \$3.50 per hour for hours they are on call. Employees will be paid \$5.75 per hour for hours they are on-call on holidays. No employee will be required to take after hours duty for both Thanksgiving and Christmas holidays in the same year or for the same of those holidays in successive years.

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In addition to on-call pay, workers shall be compensated for all work done on after-hours at time and a half of their hourly wage.

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When an employee, not on after-hours, is off-duty and directed to report to work by a supervisor outside of his/her normal schedule he/she will receive time and one-half of his/her hourly rate of pay for all hours actually worked. The two-hour minimum call-in provision may apply only if the employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of daily work hours.

If an employee receives an off-duty phone call and performs services for the County without leaving home, the employee will receive time and one-half of his/her hourly rate of pay for all hours actually worked

Crisis Intervention

If a part-time employee is called in to cover a vacant shift, the employee shall be paid at a straight time rate until they reach eight (8) hours in a day. If he/she receives less than four hours advance notice of such assignment, he/she shall receive one and one-half his/her regular pay for their entire shift.

ROCK COUNTY, WISCONSIN



Rock County Corporation Counsel
51 S. Main Street
Janesville, Wisconsin 53546
Phone 608-757-5530

MEMORANDUM

TO: County Board Staff Committee
FROM: Richard Greenlee, Corporation Counsel
DATE: December 7, 2020
RE: Notice of Claim

CLAIMANT: Charter Spectrm
DATE OF INCIDENT: September 1, 2020
DATE OF NOTICE OF CLAIM: October 20, 2020
AMOUNT CLAIMED: \$13,435.29
NATURE OF CLAIM: Damages to fiber optic cabling caused by Rock County when performing road work for storm water pipe. Cable had been marked. WMMIC has negotiated a settlement of \$12,000.00.
RECOMMENDATION: Approval.