

NOTICE OF MEETING

HUMAN RESOURCES COMMITTEE

February 13, 2023 3:30 PM

Administration Building
508 New York Avenue, Conference Room 302
Sheboygan WI 53081

Remote Access: +1-216-508-0648

Meeting ID: 411 062 297#

Virtual: <https://meet.google.com/rma-uxpu-bhz>

Members of the Committee may be appearing remotely. Persons wanting to observe the meeting are encouraged to listen remotely.

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes - Human Resources Committee – January 23, 2023

Sheriff Cory Roeseler

- Consideration of Vacant Position Request for Limited Term Employee

Building Services Manager Mark Schorer

- Consideration of Equity Adjustments for Certain Employees

Health & Human Services Director Matt Strittmater

- Consideration of Change in Table of Organization (Opioid Funding)

IT Director Chris Lewinski and Health and Human Services Director Matt Strittmater

- Consideration of Change in Table of Organization (transfer of position from Health and Human Services to IT) to include Vacant Position Request
- Consideration of Salary Equity Adjustment

Corporation Counsel Crystal Fieber and Health and Human Services Director Matt Strittmater

- Consideration of Change in Table of Organization (transfer of position from Health and Human Services to Corporation Counsel) to include Vacant Position Request

Corporation Counsel Crystal Fieber

- Consideration of Equity Adjustment
- Review of Year End Budget
- Review of Summary of Previous Months Activities and Hours
- Review of Claims and Litigation Report

Interim Human Resources Director Alayne Krause

- Consideration of Ordinance – Amending Pay Scale for Sheriff's Department - Dispatchers
- Consideration of Change in DBM for certain positions
- Review of 4th Quarter Variances
- Human Resources Department updates and comments

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Adjourn

Prepared by:
Penny Elsner
Recording Secretary

Edward Procek
Committee Chairperson

NOTES: The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. §19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Penny Elsner, 920.459.6481 prior to the meeting so that accommodations may be arranged.

Posted February 10, 2023 4:50 PM

SHEBOYGAN COUNTY HUMAN RESOURCES COMMITTEE MINUTES

Administration Building
508 New York Avenue – Room 302
Sheboygan WI 53081

January 23, 2023

Called to Order: 3:30 PM

Adjourned: 3:52 PM

MEMBERS PRESENT: Chair Edward Procek, Vice Chair Tom Wegner, Secretary Christian Ellis, Member Carl Nonhof, and Member Kathleen Donovan

MEMBERS ABSENT: None

ALSO PRESENT: Rocky Knoll Administrator Kayla Clinton, Transportation Director Greg Schnell, Health & Human Services Director Matt Strittmater, Building Services Director Jim TeBeest, and Alayne Krause

Chair Procek called the meeting to order at 3:30 PM, in Conference Room 302 of the Administration Building. Chair Procek confirmed the meeting was posted January 20, 2023 at 4:15 PM, in compliance with the open meeting law.

A motion to approve the minutes of January 9, 2023 as presented was made by Supervisor Donovan. Supervisor Ellis seconded the motion. Motion carried.

Rocky Knoll Administrator Kayla Clinton requested approval for the Vacant Position Request for an LTE – Administrative Assistant. A motion was made by Supervisor Nonhof granting approval. Supervisor Ellis seconded the motion. Motion carried.

Rocky Knoll Administrator Kayla Clinton requested approval for the Vacant Position Request for a Social Worker/Social Services Assistant. A motion was made by Supervisor Donovan granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Rocky Knoll Administrator Kayla Clinton requested blanket approvals for the Vacant Position Requests for RN, LPN, Graduate Nurse, CNA, PCA, ESW, Cook, Dining Assistants and LTE – Snow Removal. A motion was made by Supervisor Ellis granting approval. Supervisor Donovan seconded the motion. Motion carried.

Building Services Director Jim TeBeest requested approval for the Vacant Position Requests for LTE – Summer Help. A motion was made by Supervisor Nonhof granting approval. Supervisor Ellis seconded the motion. Motion carried.

Building Services Director Jim TeBeest requested blanket approvals for the Vacant Position Requests for Cleaners and Maintenance Technicians. A motion was made by Supervisor Donovan granting approval. Supervisor Nonhof seconded the motion. Motion carried.

Health & Human Services Director Matt Strittmater requested approval for hiring a Psychotherapist above the midpoint. A motion was made by Supervisor Ellis granting approval. Supervisor Donovan seconded the motion. Motion carried.

HUMAN RESOURCES COMMITTEE MEETING

Monday, January 23, 2023

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Transportation Director Greg Schnell requested approval for a change to the Transportation Department policy exceptions regarding shift premiums for 2nd and 3rd shifts. A motion was made by Supervisor Nonhof granting approval. Supervisor Donovan seconded the motion. Motion carried.

Interim Human Resources Director Alayne Krause reported on current Human Resources initiatives, including the dining services transition at Rocky Knoll Health Care Center, wage equity reviews for certain positions in the Building Services Department, current EEOC claims, and the status of vacant positions.

A motion to approve the vouchers as presented was made by Supervisor Donovan. Supervisor Nonhof seconded the motion. Motion carried.

A motion to adjourn was made by Supervisor Ellis. Supervisor Donovan seconded the motion. Motion carried with adjournment at 3:52 PM.

Alayne Krause
Recording Secretary

Christian Ellis
Secretary



Sheboygan County VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 2/1/2023
To: Members of the Law Committee
From: Sheriff Cory Roeseler and Inspector Chad Broeren

Position Request:

Position: LTE - Senior Maintenance Technician – Communications & Electronics Technician

Reason for Vacancy: New Limited Term Employee (LTE) position.

Justification: Due to the current timeline and challenging recruitment process for the new Senior Maintenance Technician – Communications & Electronics Technician, this limited-term employee (LTE) position will allow for the new full-time technician to be trained by the LTE position for up to 7 months.

Staffing Consideration:

Department has considered all alternate options as it relates to overall staff needs? Yes ☒ No ☐

Budget Consideration:

Is this position within the Department's annual operation budget? Yes ☒ No ☐
If not, please state the amount over budget as well as the proposed source of funds: N/A

Costs: DBM Salary Range of Requested Position: B25

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
\$26,000	\$2,254	\$28,254

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head Signature Chad Broeren Date: 1/26/2023
Human Resources Director Signature Alayne Krause Date: 1/31/2023
Liaison Committee Signature herd [signature] Date: 2-1-23
Human Resources Committee Signature _____ Date: _____

Form Process:

1. Department Head completes VPR.
2. Department Head refers to Human Resources Director for approval.
3. Human Resources Director and Department Head discuss with County Administrator for approval.
4. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.

REQUEST FOR CHANGE IN DEPARTMENTAL TABLE OF ORGANIZATION

Department: Health & Human Services	Date: 2-2-23
Effective Date of Change: 2-13-23	

It is strongly suggested that you consult with the Human Resources Department before submitting any request for change in the table of organization to your liaison committee.

TABLE OF ORGANIZATION CHANGE REQUESTED

List all the positions in your department (or a sub-unit of the department) which are either currently on the table of organization or are being proposed as new positions. Each job title should be listed on a separate line. For each job title, list *either* the number of full-time and part-time positions, *or* the authorized FTE, currently on the T/O and the number that will be on the T/O if this request is approved.

Position	Current Approved HHS 2022 TO				Change Request (if approved)			
	Approved, but Not Budgeted	Budget FT	Budget PT	Budget FTE	Approved, but Not Budgeted	Budget FT	Budget PT	Budget FTE
Accounting Assistant		2		2.0		2		2.0
Accounting Specialist	1	4		4.0	1	4		4.0
Administrative Assistant	1	1		1.0	1	1		1.0
Administrative Specialist		12		12.0		13		13.0
Department Head		1		1.0		1		1.0
Deputy Human Services Director		5		5.13		5		5.13
Finance Analyst	1	2		2.0	1	2		2.0
Human Services Assistant	1	10	2	11.3	1	11	2	12.3
Human Services Coordinator		2		2.0		2		2.0
Human Services Manager	1	19		19.0	1	19		19.0
Human Services Professional	3	71		71.0	3	69		69.0
Human Services Specialist	2	31		31.0	2	28		28.0
Human Services Supervisor	1	3		3.0	1	3		3.0
Lead Human Services Professional	1	4		4.0	1	4		4.0
Lead Public Health Professional	1				1			
Public Health Professional		13	5	16.6		15	5	18.6
Senior Administrative Specialist		1		1.0		1		1.0
Senior Financial Analyst		3		3.0		3		3.0
Senior Human Services Assistant		5		5.0		5		5.0
Senior Human Services Professional	5	16		16.0	5	16		16.0
Senior Human Services Specialist		4		4.0		4		4.0
Senior Lead Human Services Professional		1		1.0		1		1.0
Senior Lead Public Health Professional		1		1.0		1		1.0
Senior Public Health Professional	2	10		10.0	2	10		10.0
Total Positions	20	221	7	226.03	20	220	7	225.03

NEW POSITIONS CREATED

If any new positions are requested, please describe very briefly (one or two sentences) the essential work to be performed by each new position, and give a proposed pay grade (union or non-union) for the position. Consult with HR Director regarding pay grades for any new classifications.

New Senior Public Health Professional – Psychotherapist to work with youth. (C43)
New Senior Human Services Professional – Crisis Case Manager (C43) to enhance jail behavioral health treatment, transition, and follow-up in community.

BUDGET

Identify the specific source of funding for any new or additional positions being requested. Deletion of other positions may be used as a source of funding only if the positions being deleted are specifically identified in your department's budget spreadsheet as submitted to the County Administrator during the budget process.

<i>Job Title</i>	<i>Cost-Rest of Year</i>	<i>Cost-Annual</i>	<i>Source of Funds</i>
Senior Public Health Professional – Psychotherapist	\$68,999 - \$84,310	\$91,999 - \$112,413	Opioid Settlement Funds
Senior Human Services Professional – Crisis Case Manager	\$68,999 - \$84,310	\$91,999 - \$112,413	Opioid Settlement Funds
<i>Cost data based on anticipated salary/benefits. Cost-Rest of Year is based on start date of 4-1-23.</i>			

RATIONALE

Briefly summarize the reasons for the requested change in the table of organization.

Five-part rationale for requested change:

- Utilize Opioid Settlement funding approved by HHS and Law Committees to be used to add a youth focused Psychotherapist and a Crisis Case Manager who will provide treatment and transition planning at the jail and follow-up in the community after release.
- Remove a Human Services Professional from the HHS T.O. as that position would be moved to the IT T.O.
- Remove an Administrative Specialist from the HHS T.O. as that position would be moved to the Corporation Counsel T.O.
- Clean up incorrect Class Title information within the existing HHS T.O.
- Reduce overall HHS T.O. by one 1.0 FTE position as previous total count was incorrect compared to actual employees (current and vacancies combined).

ADDITIONAL INFORMATION

Is there any other information that the liaison committee or Human Resources Committee should have when considering this change? Attach additional documentation if you wish.

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ACTION TAKEN

Department Head Determination:

 X Approved

 Denied

Date: 2-2-23

Signature: _____

Matthew B. [Signature]

Liaison Committee Action:

 X Approved

 Denied

Date: 2/7/23

Committee Chair: _____

Carl S. Braver

Human Resources Committee:

 Approved

 Denied

Date: _____

Committee Chair: _____

Distribution: After department head determination, distribute to liaison committee with copies to County Administrator and Human Resources Director. After liaison committee approval, submit signed original to Human Resources Director.

REQUEST FOR CHANGE IN DEPARTMENTAL TABLE OF ORGANIZATION

Department: Information Technology	Date: 1/25/2023
Effective Date of Change: 2/1/2023	

It is strongly suggested that you consult with the Human Resources Department before submitting any request for change in the table of organization to your liaison committee.

TABLE OF ORGANIZATION CHANGE REQUESTED

List all the positions in your department (or a sub-unit of the department) which are either currently on the table of organization or are being proposed as new positions. Each job title should be listed on a separate line. For each job title, list *either* the number of full-time and part-time positions, *or* the authorized FTE, currently on the T/O and the number that will be on the T/O if this request is approved.

JOB TITLE	CURRENT			PROPOSED		
	FT	PT	FTE	FT	PT	FTE
Information Technology Director	X		1			1
Deputy IT Director	X		1			1
IT Architect	X		1			1
IT Administrator	X		1			1
IT Analyst	X		1	X		2
Lead Printer	X		1			1
Administrative Clerk	X		0.5			0.5
TOTALS			6.5			7.5

NEW POSITIONS CREATED

If any new positions are requested, please describe very briefly (one or two sentences) the essential work to be performed by each new position, and give a proposed pay grade (union or non-union) for the position. Consult with HR Director regarding pay grades for any new classifications.

There are no new positions being created in this request. In working with the Health & Human Services Director, we have agreed that the HHS Applications Administrator should be in the IT Table of Organization (T.O.), based on the job duties and the close working relationship with other IT staff members. As such, this request is to move this position from the HHS T.O. to the IT T.O.. Additionally, the duties and responsibilities of this position have been modified to be more in alignment with the IT aspects of the position. After reviewing the changes with HR, it will change from a DBM class of C42 to C43.

BUDGET

Identify the specific source of funding for any new or additional positions being requested. Deletion of other positions may be used as a source of funding only if the positions being deleted are specifically identified in your department's budget spreadsheet as submitted to the County Administrator during the budget process.

Job Title	Cost-Rest of Year	Cost- Annual	Source of Funds
HHS Applications Administrator	\$83,371 (9 months salary & benefits)	\$74,369 (salary) + \$36,792 (benefits)	Approved HHS Annual Budget

RATIONALE

Briefly summarize the reasons for the requested change in the table of organization.

As the duties of this position are heavily IT-focused, the IT and HHS Directors have jointly determined the person holding this position will be better supported by reporting through the IT Table of Organization rather than the HHS Table of Organization.

ADDITIONAL INFORMATION

Is there any other information that the liaison committee or Human Resources Committee should have when considering this change? You may attach additional documentation if you wish.

Though this position will report through the IT Table of Organization, they will be a dedicated HHS resource, maintain their office in the HHS building, and will have their daily work primarily directed by HHS management staff. This position will be fully funded through the HHS annual budget process.

ACTION TAKEN

Department Head Determination:

Date: 1/17/2023

☒ Approved ☐ Denied

Signature: Christopher S. Swinski

Department Head Determination:

1/17/2023
Date: 1/17/2023

☒ Approved ☐ Denied

Signature: Michael J. [Signature]

Liaison Committee Action:

Date: 1-25-23

☒ Approved ☐ Denied

Committee Chair: Roger [Signature]

Liaison Committee Action:

Date: 2/7/23

☒ Approved ☐ Denied

Committee Chair: Christopher [Signature]

Human Resources Committee:

Date: _____

☐ Approved ☐ Denied

Committee Chair: _____

Distribution: After department head determination, distribute to liaison committee with copies to County Administrator and Human Resources Director. After liaison committee approval, submit signed original to Human Resources Director.



Sheboygan County

VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 1/25/2023
To: Finance Committee Members
From: Christopher S. Lewinski

Position Request:

Position: Applications Administrator
Reason for Vacancy: Resignation

Justification:

The Applications Administrator is a key position that provides primary system administration services and support for Sheboygan County's Health and Human Services case management and billing system that is currently being implemented.

Staffing Consideration:

Department has considered all alternate options as it relates to overall staff needs? Yes ☒ No ☐

Budget Consideration:

Is this position within the Department's annual operation budget? Yes ☐ No ☒
If not, please state the amount over budget as well as the proposed source of funds: This position is a new addition to the Information Technology Table of Organization, having moved over from the Health and Human Services Table of Organization. Because this position will be dedicated to the HHS software implementation (and support of that system going forward), it will be funded through the annual HHS budget process.

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
\$74,369	\$36,792	\$111,161

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head Signature Christopher S. Lewinski Date: 1/17/2023
Human Resources Director Signature Alynn Krause Date: 1/17/2023
Liaison Committee Signature Roger M. Stueck Date: 1-25-23
Human Resources Committee Signature _____ Date: _____

Form Process:

1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (Salaried Positions Only.)
5. HR begins recruitment process.

REQUEST FOR CHANGE IN DEPARTMENTAL TABLE OF ORGANIZATION

Department: Corporation Counsel	Date: February 13, 2023
Effective Date of Change: February 13, 2023	

It is strongly suggested that you consult with the Human Resources Department before submitting any request for change in the table of organization to your liaison committee.

TABLE OF ORGANIZATION CHANGE REQUESTED

List all the positions in your department (or a sub-unit of the department) which are either currently on the table of organization or are being proposed as new positions. Each job title should be listed on a separate line. For each job title, list *either* the number of full-time and part-time positions, *or* the authorized FTE, currently on the T/O and the number that will be on the T/O if this request is approved.

JOB TITLE	<i>CURRENT</i>			<i>PROPOSED</i>		
	FT	PT	FTE	FT	PT	FTE
Assistant Corporation Counsel	1	0	1	1	0	1
Administrative Specialist	0	0	0	1	0	1
TOTALS						

NEW POSITIONS CREATED

If any new positions are requested, please describe very briefly (one or two sentences) the essential work to be performed by each new position, and give a proposed pay grade (union or non-union) for the position. Consult with HR Director regarding pay grades for any new classifications.

The majority of the time will be working with guardianships and commitments, working closely with the Assistant Corporation Counsel.

BUDGET

Identify the specific source of funding for any new or additional positions being requested. Deletion of other positions may be used as a source of funding only if the positions being deleted are specifically identified in your department's budget spreadsheet as submitted to the County Administrator during the budget process.

<i>Job Title</i>	<i>Cost-Rest of Year</i>	<i>Cost- Annual</i>	<i>Source of Funds</i>
Administrative Spec	\$65,388	\$73,917	Transfer of funds from Health and Human Services to Corporation Counsel

RATIONALE

Briefly summarize the reasons for the requested change in the table of organization.

This position currently is a blend of work with Health and Human and Corporation Counsel, however with increase mental health responses and the complexity of the needs for those involved, the majority of the time is spent on Corporation Counsel's office in handling guardianships and commitments.

ADDITIONAL INFORMATION

Is there any other information that the liaison committee or Human Resources Committee should have when considering this change? You may attach additional documentation if you wish.

From 2021 to 2022, the increase of mental health mobile responses and follow up calls nearly doubled and with the nationwide trend, there is no indication that it will be moving in the other direction. Therefore, we propose to transfer this position from the Health and Human Services to the Corporation Counsel Table of Organization.

ACTION TAKEN

Department Head Determination:

Date: 2/2/2023

☐ Approved

☐ Denied

Signature: 

Liaison Committee Action:

Date: _____

☐ Approved

☐ Denied

Committee Chair: _____

Liaison Committee Action:

Date: 2/7/23

☒ Approved

☐ Denied

Committee Chair: 

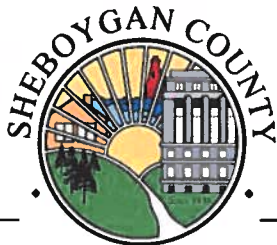
Human Resources Committee:

Date: _____

☐ Approved

☐ Denied

Committee Chair: _____



Sheboygan County VACANT POSITION REQUEST

(To be completed for all vacant positions)

WISCONSIN

Date: 2/7/2023

To: Human Resources Committee Members

From: Crystal Fieber

Position Request:

Position: Administrative Specialist (Secretary III)

Reason for Vacancy: Current Administrative Specialist is moving into a new position.

Justification: As a result of increased mental health responses from the County, as well as the complexity of the needs for those involved, the Secretary III position has been largely spent on work for the Corporation Counsel's office in handling guardianships and commitments. The number of mobile responses and follow up calls has nearly doubled from 2021 to 2022, indicating the need to restructure the position under Corporation Counsel's Table of Organization.

Staffing Consideration:

Department has considered all alternate options as it relates to overall staff needs? Yes ☒ No ☐

Budget Consideration:

Is this position within the Department's annual operation budget? Yes ☐ No ☒

If not, please state the amount over budget as well as the proposed source of funds: Health and human Services will eliminate this position from their Table of Organization and funding for this position will be transferred to Corporation Counsel's budget.

Costs: The costs associated with the position would be a computer, desk phone and other necessary IT items.

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
\$42,141.00/ \$20.26 Hr	\$32,395.00	\$74,536.00

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

County Administrator/Department Head Signature _____

Date: 2/7/2023

Human Resources Director Signature _____

Date: 2/7/23

Liaison Committee Signature _____

Date: _____

Human Resources Committee Signature _____

Date: _____

Form Process:

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3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (Salaried Positions Only.)
5. HR begins recruitment process.

01/2021

Corporation Counsel

Budget	%	Actual	%	Variance	%	Description	Budget	%	Actual	%	Variance	%
Current Period		Current Period		Current Period			Year to Date		Year to Date		Year-to-Date	
						500000 Expense/Expenditure						
						510000 Personnel Related Exp						
						511000 Wages						
						511100 General						
6,311.00	15.3	6,374.96	15.3	63.96-	1.0	511105 Regular	74,589.00	15.1	75,340.46	15.1	751.46-	1.0
6,311.00	15.3	6,374.96	15.3	63.96-	1.0	511100 General	74,589.00	15.1	75,340.46	15.1	751.46-	1.0
6,311.00	15.3	6,374.96	15.3	63.96-	1.0	511000 Wages	74,589.00	15.1	75,340.46	15.1	751.46-	1.0
						512000 Benefits						
						512100 General						
442.00	1.1	487.69	1.2	45.69-	10.3	512105 Social Security	5,520.00	1.1	5,778.85	1.2	258.85-	4.7
388.00	.9	423.06	1.0	35.06-	9.0	512110 Retirement (Employ	4,848.00	1.0	4,918.79	1.0	70.79-	1.5
830.00	2.0	910.75	2.2	80.75-	9.7	512100 General	10,368.00	2.1	10,697.64	2.1	329.64-	3.2
830.00	2.0	910.75	2.2	80.75-	9.7	512000 Benefits	10,368.00	2.1	10,697.64	2.1	329.64-	3.2
7,141.00	17.3	7,285.71	17.5	144.71-	2.0	510000 Personnel Related Exp	84,957.00	17.1	86,038.10	17.3	1,081.10-	1.3
						530000 Operating Expenses						
						531000 Purchased Services						
						531100 Professional Servic						
33,655.00	81.5	33,675.80	80.9	20.80-	.1	531205 Legal	403,863.00	81.5	404,989.61	81.2	1,126.61-	.3
33,655.00	81.5	33,675.80	80.9	20.80-	.1	531100 Professional Servic	403,863.00	81.5	404,989.61	81.2	1,126.61-	.3
33,655.00	81.5	33,675.80	80.9	20.80-	.1	531000 Purchased Services	403,863.00	81.5	404,989.61	81.2	1,126.61-	.3
						532000 Repair & Maintenance						
						532200 Maintenance of Equi						
						533000 General Operating						
						533100 Advertising and Pri						
						533200 Travel and Meals						
						533205 Mileage - Employee	100.00		220.32		120.32-	120.3
						533215 Meals - Employee			64.00		64.00-	
						533220 Lodging - Employee	150.00		463.30	.1	313.30-	208.9
						533245 Seminars and Train	400.00	.1	320.00	.1	80.00	20.0
						533200 Travel and Meals	650.00	.1	1,067.62	.2	417.62-	64.2

Corporation Counsel

Budget	%	Actual	%	Variance	%	Description	Budget	%	Actual	%	Variance	%
Current Period		Current Period		Current Period			Year to Date		Year to Date		Year-to-Date	
						533300 Dues						
25.00	.1			25.00	100.0	533305 Membership Dues	625.00	.1	508.00	.1	117.00	18.7
25.00	.1			25.00	100.0	533300 Dues	625.00	.1	508.00	.1	117.00	18.7
						533450 Fees & Permits						
25.00	.1			25.00	100.0	533470 Filing Fees	300.00	.1	180.00		120.00	40.0
25.00	.1			25.00	100.0	533450 Fees & Permits	300.00	.1	180.00		120.00	40.0
						533500 General Supplies						
						533700 Office Supplies						
						533870 Books & Periodicals						
117.00	.3	135.66	.3	18.66-	15.9	533875 Subscriptions	1,412.00	.3	1,622.56	.3	210.56-	14.9
117.00	.3	135.66	.3	18.66-	15.9	533870 Books & Periodicals	1,412.00	.3	1,622.56	.3	210.56-	14.9
						533900 Other						
167.00	.4	135.66	.3	31.34	18.8	533000 General Operating	2,987.00	.6	3,378.18	.7	391.18-	13.1
						535000 Bad Debt Expense						
33,822.00	81.9	33,811.46	81.2	10.54		530000 Operating Expenses	406,850.00	82.1	408,367.79	81.9	1,517.79-	.4
						550000 Interdepartmental Cha						
						551000 Employee Related Ins						
						551100 Benefits - General						
2.00		4.86		2.86-	143.0	551115 Group Life Insuran	42.00		43.70		1.70-	4.0
3.00		6.88		3.88-	129.3	551125 Worker Compensatio	59.00		61.76		2.76-	4.7
5.00		11.74		6.74-	134.8	551100 Benefits - General	101.00		105.46		4.46-	4.4
5.00		11.74		6.74-	134.8	551000 Employee Related Ins	101.00		105.46		4.46-	4.4
						551900 Insurance Charges						
73.00	.2	77.69	.2	4.69-	6.4	551905 General Liability I	878.00	.2	882.52	.2	4.52-	.5
9.00		9.83		.83-	9.2	551930 Deductible Escrow	118.00		118.00			
82.00	.2	87.52	.2	5.52-	6.7	551900 Insurance Charges	996.00	.2	1,000.52	.2	4.52-	.5

553000 System Operation Cha

Primary Timekeeper: 2 Crystal H. Fieber

			10/01/2022 to 12/31/2022
			Billed Hours
08299.002 Corporation Counsel			
Airport			
2	Crystal H. Fieber		12.70
4	Anna R. Bramstedt		1.90
Total Fees			14.60
Totals			14.60
08299.003 Corporation Counsel			
Building Services			
2	Crystal H. Fieber		10.70
Total Fees			10.70
Totals			10.70
08299.004 Corporation Counsel			
Child Support			
3	Oliver Bauer		19.30
4	Anna R. Bramstedt		0.30
13	Amanda J. Kress		0.40
Total Fees			20.00
Totals			20.00
08299.005 Corporation Counsel			
Clerk of Courts/Register in Probate/Judges			
2	Crystal H. Fieber		2.60
4	Anna R. Bramstedt		1.20
Total Fees			3.80
Totals			3.80
08299.006 Corporation Counsel			
Corporation Counsel			
2	Crystal H. Fieber		13.40
4	Anna R. Bramstedt		0.10
Total Fees			13.50
Totals			13.50
08299.007 Corporation Counsel			
County Administrator			
2	Crystal H. Fieber		25.90
4	Anna R. Bramstedt		1.26
8	Michael J. Bauer		0.60
Total Fees			27.76
Totals			27.76
08299.008 Corporation Counsel			
County Board			
2	Crystal H. Fieber		18.20
4	Anna R. Bramstedt		3.50
6	Diamond Braeger		1.00
7	Kory L. Bajus		0.50
Total Fees			23.20

Primary Timekeeper: 2 Crystal H. Fieber

			10/01/2022 to 12/31/2022
			Billed Hours
08299.008 Corporation Counsel (continued)			
County Board			
Totals			23.20
08299.009 Corporation Counsel			
County Clerk			
2	Crystal H. Fieber		1.80
4	Anna R. Bramstedt		0.50
Total Fees			2.30
Totals			2.30
08299.010 Corporation Counsel			
District Attorney			
2	Crystal H. Fieber		1.60
Total Fees			1.60
Totals			1.60
08299.012 Corporation Counsel			
Finance			
2	Crystal H. Fieber		31.30
3	Oliver Bauer		1.50
4	Anna R. Bramstedt		0.90
13	Amanda J. Kress		0.20
Total Fees			33.90
Totals			33.90
08299.013 Corporation Counsel			
Health and Human Services			
2	Crystal H. Fieber		12.00
3	Oliver Bauer		36.70
4	Anna R. Bramstedt		0.90
6	Diamond Braeger		0.40
17	Paul A. Dirkse		2.30
Total Fees			52.30
Totals			52.30
08299.014 Corporation Counsel			
Highway			
2	Crystal H. Fieber		8.50
3	Oliver Bauer		1.30
4	Anna R. Bramstedt		1.20
13	Amanda J. Kress		2.30
Total Fees			13.30
Totals			13.30
08299.015 Corporation Counsel			
Human Resources			
2	Crystal H. Fieber		104.20
3	Oliver Bauer		7.40
4	Anna R. Bramstedt		1.30
Total Fees			112.90

Primary Timekeeper: 2 Crystal H. Fieber

			10/01/2022 to 12/31/2022
			Billed Hours
08299.015 Corporation Counsel (continued)			
Human Resources			
Totals			112.90
08299.016 Corporation Counsel			
Information Technology			
2	Crystal H. Fieber		5.50
Total Fees			5.50
Totals			5.50
08299.017 Corporation Counsel			
Industrial Development and Revolving Loan Agency			
2	Crystal H. Fieber		0.50
Total Fees			0.50
Totals			0.50
08299.018 Corporation Counsel			
Planning/Conservation			
2	Crystal H. Fieber		10.20
3	Oliver Bauer		5.90
4	Anna R. Bramstedt		1.10
17	Paul A. Dirkse		7.00
Total Fees			24.20
Totals			24.20
08299.019 Corporation Counsel			
Register of Deeds / Real Property			
2	Crystal H. Fieber		0.70
9	J. Phil Mueller		0.50
Total Fees			1.20
Totals			1.20
08299.020 Corporation Counsel			
Rocky Knoll			
2	Crystal H. Fieber		26.40
3	Oliver Bauer		1.70
4	Anna R. Bramstedt		3.30
Total Fees			31.40
Totals			31.40
08299.021 Corporation Counsel			
Sheriff/Medical Examiner			
2	Crystal H. Fieber		12.20
3	Oliver Bauer		4.30
4	Anna R. Bramstedt		4.00
5	Cheryl A. Brown		2.20
13	Amanda J. Kress		2.10
17	Paul A. Dirkse		0.80
Total Fees			25.60
Totals			25.60

Primary Timekeeper: 2 Crystal H. Fieber

		10/01/2022 to 12/31/2022	Billed Hours
<hr/>			
08299.022 Corporation Counsel			
Treasurer			
2	Crystal H. Fieber		9.00
3	Oliver Bauer		1.70
9	J. Phil Mueller		2.50
13	Amanda J. Kress		2.60
Total Fees			15.80
Totals			15.80
<hr/>			
08299.023 Corporation Counsel			
UW-Extension			
4	Anna R. Bramstedt		0.90
Total Fees			0.90
Totals			0.90
<hr/>			
08299.024 Corporation Counsel			
Veteran's Services			
2	Crystal H. Fieber		0.20
Total Fees			0.20
Totals			0.20
<hr/>			
Primary Timekeeper 2 Crystal H. Fieber			
2	Crystal H. Fieber		307.60
3	Oliver Bauer		79.80
4	Anna R. Bramstedt		22.36
5	Cheryl A. Brown		2.20
6	Diamond Braeger		1.40
7	Kory L. Bajus		0.50
8	Michael J. Bauer		0.60
9	J. Phil Mueller		3.00
13	Amanda J. Kress		7.60
17	Paul A. Dirkse		10.10
Total Fees			435.16
Totals			435.16

Primary Timekeeper: 12 Kelly L. Del Ponte

			10/01/2022 to 12/31/2022
			Billed Hours
13410.000 M CHIPS/Guardianships			
General CHIPS/Guardianships			
2	Crystal H. Fieber		0.70
3	Oliver Bauer		1.80
4	Anna R. Bramstedt		16.90
10	Herbert C. Humke III		12.40
11	Nancy J. Beck		49.00
12	Kelly L. Del Ponte		521.70
Total Fees			602.50
Totals			602.50

Primary Timekeeper 12 Kelly L. Del Ponte			
2	Crystal H. Fieber		0.70
3	Oliver Bauer		1.80
4	Anna R. Bramstedt		16.90
10	Herbert C. Humke III		12.40
11	Nancy J. Beck		49.00
12	Kelly L. Del Ponte		521.70
Total Fees			602.50
Totals			602.50

Primary Timekeeper: 12 Kelly L. Del Ponte

			10/01/2022 to 12/31/2022	Billed Hours
11967.000 M HHS - TPRs				
General TPRs				
2	Crystal H. Fieber			2.00
12	Kelly L. Del Ponte			1.30
Total Fees				3.30
Totals				3.30
11967.047 M HHS - TPRs				
12	Kelly L. Del Ponte			0.20
Total Fees				0.20
Totals				0.20
11967.048 M HHS - TPRs				
12	Kelly L. Del Ponte			3.90
Total Fees				3.90
Totals				3.90
11967.049 M HHS - TPRs				
4	Anna R. Bramstedt			0.20
11	Nancy J. Beck			0.30
12	Kelly L. Del Ponte			6.00
Total Fees				6.50
Totals				6.50
11967.050 M HHS - TPRs				
12	Kelly L. Del Ponte			0.20
Total Fees				0.20
Totals				0.20
Primary Timekeeper 12 Kelly L. Del Ponte				
2	Crystal H. Fieber			2.00
4	Anna R. Bramstedt			0.20
11	Nancy J. Beck			0.30
12	Kelly L. Del Ponte			11.60
Total Fees				14.10
Totals				14.10

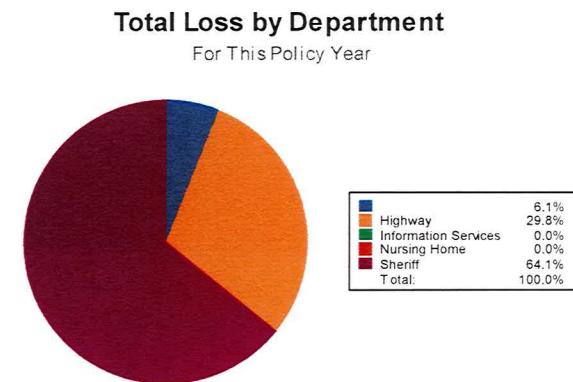
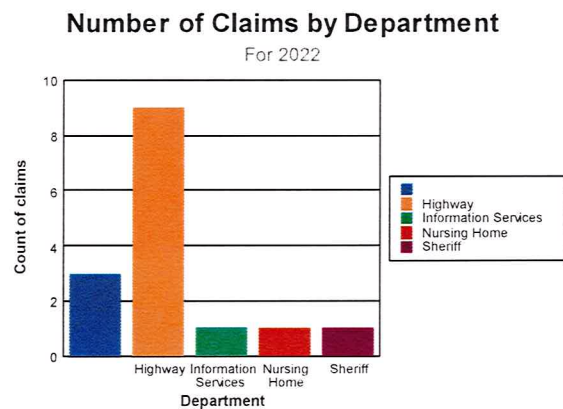
KEY	Claim Number	DOL	Claim Type	Description of Accident	Loss Paid	Exp. Paid	Total Paid
	Claimant		O/C		Loss Rec	Exp. Rec	
2022 Accident Year - Sheboygan County							
	300.69797.1162	04/01/2022	GLPI		\$0.00	\$0.00	\$0.00
	DAVIS, JENNIFER		O		\$0.00	\$0.00	
	300.69151.1162	09/14/2022	ALPD	TRUCK HIT OVERHEAD WIRE	\$0.00	\$0.00	\$0.00
	SPECTRUM,		O		\$0.00	\$0.00	
	300.69498.1162	11/14/2022	GLEO		\$0.00	\$1,413.00	\$1,413.00
	KACHEL, COLLIN		O		\$0.00	\$0.00	
Summary for Sheboygan County - 2022 - All Claims					\$0.00	\$1,413.00	\$1,413.00
					\$0.00	\$0.00	
Highway							
	300.67896.1162	01/28/2022	ALPD	PLOW HIT PARKED FIRE TRUCK	\$3,867.70	\$0.00	\$3,867.70
	VILLAGE OF KOHLER,		C		\$0.00	\$0.00	
	300.67994.1162	03/13/2022	ALPD	CLAIM OF BEING HIT BY PLOW	\$0.00	\$0.00	\$0.00
	LAWONN, JULIE		C		\$0.00	\$0.00	
	300.68829.1162	03/31/2022	ALBI	PLOW TRUCK BACKING, CLAIMANT GOING TO FAST AND SLID IN	\$0.00	\$0.00	\$0.00
	ALBERT, CHRISTOPHER		C	PLOW TRUCK	\$0.00	\$0.00	
	300.68830.1162	03/31/2022	ALPD	PLOW TRUCK BACKING, CLAIMANT GOING TO FAST AND SLID IN	\$0.00	\$0.00	\$0.00
	ALBERT, CHRISTOPHER		C	PLOW TRUCK	\$0.00	\$0.00	
	300.68464.1162	06/01/2022	GLPD	Motorcycle wheel and tire damaged on cut out section of pavement	\$0.00	\$0.00	\$0.00
	Meier, Parri		O	in area under construction.	\$0.00	\$0.00	
	300.68887.1162	07/14/2022	ALPD	DUMP TRUCK HIT OVERHEAD CABLE	\$0.00	\$0.00	\$0.00
	WE ENERGIES,		O		\$0.00	\$0.00	

KEY	Claim Number Claimant	DOL	Claim Type O/C	Description of Accident	Loss Paid Loss Rec	Exp. Paid Exp. Rec	Total Paid
	300.69017.1162 FRONTIER,	08/15/2022	GLPD C	PEDESTAL DAMAGE	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
	300.69225.1162 GESSNER, BYRON	09/28/2022	GLPD C	Mr. Gessner indicated that Sheboygan County Highway Department crew was cutting with a saw and their truck was sprayed with stone as they drove by. Mr. Gessner indicated that there was a flag man and when they were given the go ahead, the vehicle was sprayed with stone. The whole driver's side of the vehicle has stone chip damage. After the damage happened, they stopped and spoke with Sheboygan County Highway Department, Scott Reichert, who told the Gessners to call the office to report the damage.	\$2,808.71 \$0.00	\$173.25 \$0.00	\$2,981.96
	300.69309.1162 BOELDT, TERRY	10/11/2022	GLPD C	YELLOW PAINT ON CLAIMANT VH	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
Summary for Sheboygan County - 2022 - All Highway Claims					\$6,676.41 \$0.00	\$173.25 \$0.00	\$6,849.66
Information Services							
	300.69571.1162 SHEBOYGAN COUNTY 202: SOCIAL ENGINEERING INCIDENT,	11/24/2022	GLCY C		\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
Summary for Sheboygan County - 2022 - All Information Services Claims					\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
Nursing Home							
	300.69692.1162 TRIVEDI, NISHANT	06/24/2022	GLPI O		\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
Summary for Sheboygan County - 2022 - All Nursing Home Claims					\$0.00 \$0.00	\$0.00 \$0.00	\$0.00
Sheriff							

KEY	Claim Number Claimant	DOL	Claim Type O/C	Description of Accident	Loss Paid Loss Rec	Exp. Paid Exp. Rec	Total Paid
	300.68572.1162 FOND DU LAC EXPRESS INC,	06/01/2022	ALPD O	DEPUTY PASSING SEMI, NON-CONTACT VH PULLED OUT, DEPUTY SWERVED TO MISS NON-CONTACT VH AND HIT SEMI, NON-CONTACT LEFT THE SCENE	\$12,901.90 \$0.00	\$1,836.90 \$0.00	\$14,738.80
Summary for Sheboygan County - 2022 - All Sheriff Claims					\$12,901.90 \$0.00	\$1,836.90 \$0.00	\$14,738.80

Summary for Sheboygan County - 2022

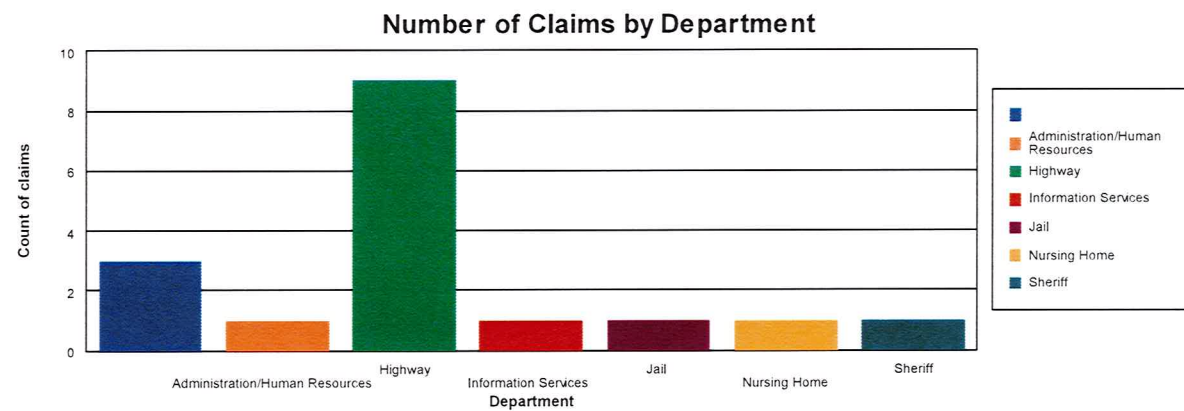
Loss Paid	19,578.31
Expense Paid	3,423.15
Total Paid	23,001.46
Loss Reserve	10,100.00
Expense Reserve	46,750.10
Total Incurred	79,851.56
Number of Claims	15



KEY	Claim Number	DOL	Claim Type	Description of Accident	Loss Paid	Exp. Paid	Total Paid
	Claimant		O/C		Loss Rec	Exp. Rec	

Summary for Sheboygan County Overall

Loss Paid	224,578.31
Expense Paid	142,408.18
Total Paid	366,986.49
Loss Reserve	260,200.00
Expense Reserve	158,697.87
Total Incurred	785,884.36
Number of Claims	25



Total Paid by Department

For This Policy Year



1
2
3
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Re: **Amending Pay Scale for Sheriff's Department Dispatchers**

WHEREAS, the Sheriff's Department has experienced staffing shortages for dispatch positions; and

WHEREAS, to accommodate such staffing shortages, the County Board approved wage increases for Sheriff's Department dispatchers using ARPA funds; and

WHEREAS, the Sheriff's Department dispatchers provide a critical emergency services role to the citizens of Sheboygan County; and

WHEREAS, to accommodate the dispatcher wage increases, it is necessary to create a DBM rating specific to dispatchers.

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Amending Section 47.03.** Section 47.03 of the Sheboygan County Code of Ordinances is hereby amended as follows (amendments indicated by redlining):

47.03 SALARIES.

- (1) The salary range for 2023 for positions governed by this Chapter is as follows:

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DBM	MINIMUM		MIDPOINT		MAXIMUM	
A11	\$24,342	\$11.70	\$30,616	\$14.72	\$37,141	\$17.86
A12	\$27,499	\$13.22	\$34,586	\$16.63	\$41,957	\$20.17
A13	\$30,654	\$14.74	\$38,553	\$18.54	\$46,771	\$22.49
A13-ESW	\$35,360	\$17.00	\$43,089	\$20.72	\$51,123	\$24.58
A13-CNA	\$39,520	\$19.00	\$45,213	\$21.74	\$51,118	\$24.58
B21	\$33,819	\$16.26	\$42,535	\$20.45	\$51,601	\$24.81
B21-BKG CLK	\$43,680	\$21.00	\$49,704	\$23.90	\$55,948	\$26.90
B22	\$36,977	\$17.78	\$46,506	\$22.36	\$56,420	\$27.12
B22-RK/MWII	\$41,142	\$19.78	\$50,767	\$24.41	\$60,774	\$29.22
B23	\$40,133	\$19.29	\$50,476	\$24.27	\$61,234	\$29.44
B23 - DISP	\$49,920	\$24.00	\$58,406	\$28.08	\$66,893	\$32.16
B24/B31	\$44,085	\$21.19	\$55,447	\$26.66	\$67,266	\$32.34
B24-RK SR MW	\$48,235	\$23.19	\$59,701	\$28.70	\$71,620	\$34.43
B24-CO	\$52,000	\$25.00	\$61,620	\$29.62	\$71,613	\$34.43
B25/B32	\$48,824	\$23.47	\$61,407	\$29.52	\$74,495	\$35.81
C41	\$50,665	\$24.36	\$66,424	\$31.93	\$82,827	\$39.82
C41-CO SUP	\$64,480	\$31.00	\$70,677	\$33.98	\$87,183	\$41.92
C42	\$53,694	\$25.81	\$70,396	\$33.84	\$87,780	\$42.20
C42-CO SHFT COM	\$70,720	\$34.00	\$74,651	\$35.89	\$92,117	\$44.29
C43	\$56,725	\$27.27	\$74,369	\$35.75	\$92,735	\$44.58
C44/C51	\$60,518	\$29.10	\$79,343	\$38.15	\$98,937	\$47.57
C45/C52	\$65,067	\$31.28	\$85,308	\$41.01	\$106,376	\$51.14
D61	\$68,863	\$33.11	\$90,283	\$43.41	\$112,578	\$54.12
D62	\$71,893	\$34.56	\$94,255	\$45.31	\$117,531	\$56.51
D63	\$74,922	\$36.02	\$98,227	\$47.22	\$122,483	\$58.89
D64/D71	\$78,716	\$37.84	\$103,203	\$49.62	\$128,690	\$61.87
D65/D72	\$83,267	\$40.03	\$109,168	\$52.48	\$136,126	\$65.45
E81	\$83,712	\$40.25	\$114,215	\$54.91	\$145,979	\$70.18
E82	\$86,626	\$41.65	\$118,191	\$56.82	\$151,058	\$72.62
E83	\$89,538	\$43.05	\$122,164	\$58.73	\$156,139	\$75.07
E91	\$93,188	\$44.80	\$127,144	\$61.13	\$162,502	\$78.13
E92	\$97,563	\$46.91	\$133,112	\$64.00	\$170,129	\$81.79
F101	\$101,210	\$48.66	\$138,090	\$66.39	\$176,492	\$84.85

Section 2. **Effective Date.** The herein Ordinance shall take effect on upon enactment.

Respectfully submitted this 21st day of February, 2023.

HUMAN RESOURCES COMMITTEE

Edward J. Procek, Chairperson

Thomas Wegner, Vice-Chairperson

Christian Ellis, Secretary

Kathleen Donovan

Carl Nonhof

Opposed to Introduction:

Countersigned by:

Vernon Koch, Chairperson