

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Don Trottier, Chairman
Supervisor Robert Miller, Vice Chairman
Supervisor John Wisch, Secretary
Supervisor Nick Demske
Supervisor Scott Maier

Supervisor Jody Spencer
Supervisor Jason Eckman
Adan Merino-Cabrera, Youth in Governance Representative
Daysia Ward, Youth in Governance Representative

*****AMENDED***
NOTICE OF MEETING OF THE
FINANCE AND HUMAN RESOURCES COMMITTEE**

DATE: WEDNESDAY MARCH 6, 2024

TIME: 5:00 p.m.

**PLACE: IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

1. Convene Meeting
2. Chairman Comments – Youth in Governance/Comments
3. Public Comments
4. Approval of Minutes from the February 21, 2024, committee meeting – Action of the Committee only.
5. Human Services – Hope Otto – Authorize the reclassification of 1 FTE Windows to Work Coach to E40 Lead Windows to Work Coach effective 4/6/24 and use of sufficient funds within the Human Services Department 2024 budget –2024– Resolution – Action Requested: 1st Reading at the March 12, 2024, County Board Meeting.
6. Human Services – Hope Otto – Authorize the reclassification of 1 FTE Youth Vocational Coordinator E040 to Youth Justice Lead Worker E050 effective 4/6/24 and use of sufficient funds in the 2024 Human Services Department budget –2024– Resolution – Action Requested: 1st Reading at the March 12, 2024, County Board Meeting.
7. Human Resources – Sarah Street – Reauthorizing Self-Insurance for Racine County’s Worker’s Compensation Program –2024– Resolution – Action Requested: 1st & 2nd Reading at the March 12, 2024, County Board Meeting.
8. Communication & Report Referrals from County Board Meeting:

a. Bankruptcy items:

Type of Action:	Person/Persons
Chapter 13 Notice of Case	Jennifer Zielke; Trista Hulsey; Stephanie Hicks;
Chapter 13 Order of Discharge	Karl Kaphengst; Anne Danko; Kristina Dietz;
Chapter 13 Notice and Motion to Dismiss Confirmed Plan	Karla Burks; Jason Koker; Tracey Patnaude; Amy Smith; Elaine Bullis;
Chapter 13 Notice and Motion to Dismiss Unconfirmed Plan	Shawanda Triplett;
Chapter 13 Order Granting the Trustees Motion to Modify the Confirmed Plan and to Limit Notice	Kimberley Harrison;
Chapter 13 Order Confirming Plan	Russell Murphy; Lisa Murphy; Sheila Greer; Gregory Greer; Lakiya Gresham;
Chapter 11 Memorandum of Law in Support of Motion to Extend the Preliminary Injunction	Endo International plc, et al.
Chapter 7 Order of Discharge	Kristin Brockway;
Chapter7 Notice of Case	Vincent Ortiz; Jay LeGath; Joseph Voboril; Ashley Jackson; Roger Mullen;

9. Staff Report – No Action Items.

- Finance & Human Resources Committee – Next meeting will be on March 20, 2024.

10. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 3/6/2024

**Signature of Committee Chairperson
/Designee:** _____

Description: Minutes from the February 21, 2024 FHR Meeting

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Wednesday, February 21, 2024

HEALTH SERVICES BUILDING
3rd FLOOR CONFERENCE ROOM
2000 DOMANIK DRIVE
RACINE, WISCONSIN, 53404

Meeting attended by: Chairman Trottier, Supervisors Demske, Maier, Spencer, Miller, and Wisch.

Other attendees: Youth in Governance Representative Ward, County Executive Jonathan Delagrave, Finance Director Gwen Zimmer, Human Resources Director Sarah Street, Director of Human Services Hope Otto, Captain Bradley Friend, Diversity Officer Melvin Hargrove, Supervisor Melissa Kaprelian, and Supervisor Thomas Roanhouse.

Excused: Supervisor Eckman, and Youth in Governance Representative Merino-Cabrera.

Agenda Item #1 – Convene Meeting

Meeting Called to Order at 5:00 p.m. by Chairman Trottier.

Agenda Item #2 – Youth in Governance/Comments

Youth in Governance statement was read by Youth Representative Ward.

Agenda Item #3 – Public Comments

There were no public comments.

Agenda Item #4 – Approval of Minutes from the February 7, 2024, committee meeting

Action: Approve the minutes from the February 7, 2024, committee meeting.

Motion Passed: Moved: Supervisor Wisch. Seconded by Supervisor Miller. Vote: All Ayes No Nays.
Advisory Vote: All Ayes, No Nays.

Agenda Item #5 – County Executive – Jonathan Delagrave – Update on the mental health building capital project - Information only.

This item was presented by County Executive Jonathan Delagrave and Human Services Director Hope Otto

Agenda Item #6 -Transfers:

- a. **Sheriff's Office – Christopher Schmaling – Authorize the acceptance of a WI Department of Health Services grant for jail opioid abatement in the amount of \$400,000 and transfer of funds within the Sheriff's Office 2024 Budget –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.**

This item was presented by Captain Bradley Friend

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Wednesday, February 21, 2024

Action: To authorize the acceptance of a WI Department of Health Services grant for jail opioid abatement in the amount of \$400,000 and transfer of funds within the Sheriff's Office 2024 Budget –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Motion Passed: Moved: Supervisor Maier. Seconded: Supervisor Miller. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

- b. Sheriff's Office – Christopher Schmalig – Authorize the creation of 5 FTE Non-Rep Non-Exempt N036 Public Information Counter Clerks and 1 FTE Non-Rep Non-Exempt N036 Property Room Clerical Clerk effective 3/23/2024 and the transfer of funds within the 2024 Sheriff Budget –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.**

This item was presented by Captain Bradley Friend

Action: To authorize the creation of 5 FTE Non-Rep Non-Exempt N036 Public Information Counter Clerks and 1 FTE Non-Rep Non-Exempt N036 Property Room Clerical Clerk effective 3/23/2024 and the transfer of funds within the 2024 Sheriff Budget –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Motion Passed: Moved: Supervisor Miller. Seconded: Supervisor Wisch. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #7 – Human Resources – Sarah Street – Ordinance 2023-xx by The Finance and Human Resources Committee Amending the Racine County Code of Ordinances – Chapter 16, Article III, Division 1 – Generally, Sec. 16-46. – Closing Hours. Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Vice Chairman Miller requested that the public be notified of any changes timely and appropriately.

Action: Ordinance 2023-xx by The Finance and Human Resources Committee Amending the Racine County Code of Ordinances – Chapter 16, Article III, Division 1 – Generally, Sec. 16-46. – Closing Hours. Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Motion Passed: Moved: Supervisor Miller. Seconded: Supervisor Demske. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #8 – Human Resources – Sarah Street – Establishing the total annual compensation of the Clerk of Courts, County Treasurer, and Register of Deeds for the years 2025, 2026, 2027, and 2028 –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Action: Establish the total annual compensation of the Clerk of Courts, County Treasurer, and Register of Deeds for the years 2025, 2026, 2027, and 2028 –2024– Resolution – Action Requested: 1st Reading at the February 27, 2024, County Board Meeting.

Motion Passed: Moved: Supervisor Miller. Seconded: Supervisor Demske. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #9- Finance Department – Gwen Zimmer – Racine County 2023 4th Quarter Accepted Donations – 2024 – Report.

Action: Accept the Racine County 2023 4th Quarter Accepted Donations – 2024 – Report and send to County Board without objection.

Motion Passed: Moved: Supervisor Maier. Seconded: Supervisor Miller. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #10- Finance Department – Gwen Zimmer – Racine County 2023 4th Quarter Grant Applications Report – 2024 – Report

Supervisor Wisch requested that the report be presented with a larger font.

Action: Accept the Racine County 2023 4th Quarter Grant Applications Report – 2024 – Report and send to County Board without objection.

Motion Passed: Moved: Supervisor Wisch. Seconded: Supervisor Miller. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #11- Finance Department – Finance Department – Gwen Zimmer – Racine County 2023 4th Quarter Investment Report – 2024 – Report.

Action: Accept the Racine County 2023 4th Quarter Investment Report – 2024 – Report. and send to County Board without objection.

Motion Passed: Moved: Supervisor Wisch. Seconded: Supervisor Maier. Vote: All Ayes, No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #12-Communication & Report Referrals from County Board Meeting:

Action: Receive and file item a.

Motion Passed: Moved by Supervisor Maier. Seconded by Supervisor Miller. Vote: All Ayes, No Nays.

Agenda Item #13 – Staff Report – No Action Items.

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Wednesday, February 21, 2024

- Finance & Human Resources Committee – The Next Meeting will be on March 6th, 2024, and will resume at Ives Grove.

Agenda Item #14 – Adjournment.

Action: Adjourn the meeting at 5:55 p.m.

Motion Passed: Moved by Supervisor Miller. Seconded by Supervisor Maier. Vote: All Ayes, No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2024</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Human Services Department Director Hope Otto

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Hope Otto
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? no
 If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 3/6/2024 Date of County Board Meeting to be Introduced: 3/12/2024

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorize the reclassification of 1 FTE Windows to Work Coach to E40 Lead Windows to Work Coach effective 4/6/24 and use of sufficient funds within the Human Services Department 2024 budget.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

March-12-2024

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year: 2024

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
Positions will be effective April 6, 2024						
HUMAN SERVICES						
-1	WINDOWS TO WORK COACH POSITION 11207	N070	(52,520)	(24,152)		(76,672)
1	WINDOWS TO WORK LEAD COACH	E040	63,024	26,130		89,154
<u>0.000</u>		Total for HUMAN SERVICES	<u>10,504</u>	<u>1,978</u>	<u>-</u>	<u>12,482</u>

* Note: Position will be funded by sufficeint grant funds within the 2024 budget.

February 22, 2024

TO: Don Trottier
Chairman, Finance Committee

FROM: Hope Otto
Human Services Director

RE : Reclassification and wage adjustment of Lead Windows to Work Coach

The Windows to Work Program is a grant funding workforce development program that helps inmates who are about to be released into the Racine County area search for and secure employment to ensure successful reintegration into the community after release. This program has seen an increase from one coach to a need for two coaches followed by intensive support to acclimate new employees into the position of teaching within the Racine Correctional Institution and Racine Youthful Offender Correctional Facility. With an ever-growing caseload of individuals returning to the community, the coaching position of Lead has taken on an increased caseload with higher demands coming from these individuals. While the program is designed to maintain specific caseloads, the success lies within the relationship between coach and individual. What we are seeing is a much more consistent need for these individuals to be connected resulting in longer a longer term of coaching.

I feel it is important to understand the profile of a couple of individuals that are served through this position:

- Male, 49, incarcerated since age of 14 and seeking residence and employment with little acumen for technology or specific skills to support employability.
- Male, 32, incarcerated since age of 16 and seeking residence and employment with no external support system.

As we continue to focus on the growing employment needs of Racine County through our Workforce Solutions team, my support for this grant funded program is unwavering. It has become abundantly clear to me that Lead position takes on a larger caseload and serves as an advisor and coach to our second Windows to Work Coach. In addition, this role is considered a hard to fill position given the demands of the work both within the correctional institutions and as an ongoing support coach of individuals with incredibly high support needs. I am seeking to reclass this position from N70 to E40 so that it is accurately positioned. In addition, I request that it be placed above midpoint, so that the pay meets the demands of the work as compared to other like positions within the county.

Sincerely,

Hope Otto, Director
Racine County Human Services Department

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2024</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Human Services Department Director Hope Otto

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Hope Otto
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? No
 If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 3/6/2024 Date of County Board Meeting to be Introduced: 3/12/2024

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorize the reclassification of 1 FTE Youth Vocational Coordinator E040 to Youth Justice Lead Worker E050 effective 4/6/24 and use of sufficient funds in the 2024 Human Services Department budget

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

March-12-2024

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year:

2024

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
Positions will be effective April 6, 2024						
HUMAN SERVICES						
-1	Youth Vocational Coordinator #11265	E040	(59,221)	(25,413)		(84,634)
1	Youth Justice Lead Worker	E050	65,342	26,568		91,910
<u>0.000</u>		Total for HUMAN SERVICES	<u>6,121</u>	<u>1,155</u>	<u>-</u>	<u>7,276</u>

* Note: Position will be funded by sufficeint grant funds within the 2024 budget.

**This position will need to be moved from org 16200000 to 4205990 for payroll purposes

February 26, 2024

TO: Don Trottier
Chairman, Finance Committee

FROM: Hope Otto
Human Services Director

RE : Reclassification and wage adjustment of Youth Vocational Coordinator to Youth Justice Lead Worker

Racine County youth are provided with outstanding, innovative, and robust services. The ongoing demands for excellent service and support continue to grow. Maintaining youth safely in the community while offering both preventative and rehabilitative services places a high expectation on staff and supervisors. The Violent Crime Reduction Initiative and Summer Youth Employment Program are enhancing the way in which youth are redirected into positive development opportunities. Additionally, creative and meaningful bridges are being formed between the Youth Development and Care Center and youth justice case management and community-based services.

To continue and improve upon this work, I am seeking to reclass the position of Youth Vocational Coordinator (E40) to Youth Justice Lead Worker (E50) to provide the structural support necessary to deliver exceptional services and bridge the efforts of the Violent Crime Reduction Initiative and Youth Development and Care Center with those of Youth Justice Case Management.

Sincerely,

Hope Otto, Director
Racine County Human Services Department

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2024</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request Information Only
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Requestor/Originator: Human Resources Director Sarah Street

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Sarah Street
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: N/A

Does this request propose the expenditure, receipt or transfer of any funds? No
 If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance and Human Resources Committee

Date Considered by Committee: 3/6/2024 **Date of County Board Meeting to be Introduced:** 3/12/2024

1st Reading: **1st & 2nd Reading:** *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Reauthorizing Self-Insurance for Racine County's Worker's Compensation Program

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

RESOLUTION NO. 2023-XX

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE REAUTHORIZING SELF-INSURANCE FOR RACINE COUNTY'S WORKER'S COMPENSATION PROGRAM

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that it approves and authorizes the continuation of Racine County's self-insured worker's compensation program in compliance with Wisconsin Worker's Compensation Act and the Wisconsin Administrative Code and, in particular, section DWD 80.60(3); and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that Racine County agrees to report faithfully all compensable injuries; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that Racine County shall provide for the continuation of the current self-insured worker's compensation program that is currently in effect for all Racine County employees; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the County Clerk is directed to forward a certified copy of this resolution to the Worker's Compensation Division, Wisconsin Department of Workforce Development; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that any two of the County Clerk, the County Executive, and/or the Racine County Board Chairman are authorized to execute any contracts, agreements, amendments, or other documents necessary to carry out the intent of this resolution.

Respectfully submitted,

1st Reading _____

FINANCE AND HUMAN RESOURCES COMMITTEE

2nd Reading _____

BOARD ACTION

Donald J. Trottier, Chairman

Adopted _____

For _____

Against _____

Absent _____

Robert N. Miller, Vice-Chairman

VOTE REQUIRED: Majority.

John A. Wisch, Secretary

Prepared by:
Corporation Counsel

Scott Maier

4 _____
5 Nick Demske

6 _____
7 Jody Spencer

8 _____
9 Jason Eckman
10

11
12 **The foregoing legislation adopted by the County Board of Supervisors of**
13 **Racine County, Wisconsin, is hereby:**

14 **Approved:** _____

15 **Vetoed:** _____

16
17 **Date:** _____,

18
19 _____
20 **Jonathan Delagrave, County Executive**

21
22
23 **INFORMATION ONLY**

24
25 **WHEREAS**, Racine County, Wisconsin is a qualified political subdivision of the
26 State of Wisconsin; and

27
28 **WHEREAS**, the Wisconsin Worker's Compensation Act provides that employers
29 covered by the Act either insure their liability with worker's compensation insurance
30 carriers authorized to do business in Wisconsin or to be exempted (self-insured) from
31 insuring liabilities with a carrier and thereby assuming the responsibility for its own
32 worker's compensation risk and payment; and

33
34 **WHEREAS**, the state and its political subdivisions may self-insure worker's
35 compensation without a special order from the Department of Workforce Development if
36 the self-insured entity agrees to report faithfully all compensable injuries and agrees to
37 comply with the Act with the Wisconsin Worker's Compensation Act and the rules of the
38 Department; and

39
40 **WHEREAS**, this program requires authorization every 3 years and was last
41 authorized by the Racine County Board in February of 2021 by Resolution 2020-102.