



**COUNTY BOARD STAFF COMMITTEE
TUESDAY – JULY 25, 2017 – 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – July 11, 2017
4. Transfers
5. Resolutions
 - A. Requesting State Law Change Allowing Counties the Use of the Design-Build Construction Method and Update the Statutory Bidding Requirements
 - B. Supporting Access to Health Care
6. Discussion and Possible Action on Donation of Equipment to Wellness Workout Center
7. Discussion and Possible Action on Policy 3.06 Personal Furniture
8. Discussion and Possible Action on Policy 5.37 Shift Differential
9. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation – County Administrator
10. Adjournment

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

SUPERVISOR PHILLIP OWENS
INITIATED BY



SUPERVISOR PHILLIP OWENS &
JEFFREY S. KUGLITSCH
DRAFTED BY

GENERAL SERVICES
COMMITTEE
SUBMITTED BY

JULY 12, 2017
DATE DRAFTED

REQUESTING STATE LAW CHANGE ALLOWING COUNTIES THE USE OF
THE DESIGN-BUILD CONSTRUCTION METHOD AND UPDATE THE
STATUTORY BIDDING REQUIREMENTS

1 **WHEREAS**, under Wisconsin Statutes § 59.52(29), counties are required to engage in a competitive
2 bidding process on public work construction projects greater than \$25,000 and provide a Class I notice on
3 any public work with a cost between \$5,000-\$25,000; and

4
5 **WHEREAS**, these statutory limits of \$5,000 and \$25,000 have been in place for decades and need to
6 be updated; and

7
8 **WHEREAS**, the State of Wisconsin has recognized the advantages of the Design-Build Method and
9 authorizes that process to be followed for state-controlled building projects and certain other entities; and

10
11 **WHEREAS**, at the current time, Wisconsin counties are not authorized to use the Design-Build
12 Method for construction projects; and

13
14 **WHEREAS**, under the Design-Build Construction Method, counties would contract with a single
15 entity to provide both the design and the construction of a public work project as opposed to having bid
16 those projects separately; and

17
18 **WHEREAS**, in addition to a single source of responsibility, other advantages of Design-Build
19 include enhanced creativity, guaranteed costs, faster project completion, improved risk management,
20 fewer change orders and less administrative burden.

21
22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
23 assembled this _____ day of June, 2017 does hereby request that the Rock County Legislators introduce
24 and support legislation authorizing counties to utilize the Design-Build option.

25
26 **BE IT FURTHER RESOLVED** that the legislature take action to update the antiquated project limit
27 in Sec. 59.52(29), Stats., from \$25,000 to \$250,000, and the requirement of a Class I notice be raised for
28 any public work to a cost in excess of \$50,000.

29
30 **BE IT FURTHER RESOLVED** that the County Clerk is authorized to send copies of this resolution
31 to the Rock County Legislative Delegation and the Wisconsin Counties Association to elicit support for
32 this requested change in state law.

Respectfully submitted:

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Bob Yeomans

Jason Heidenreich, Vice Chair

Jeremy Zajac

David Homan

REQUESTING STATE LAW CHANGE ALLOWING COUNTIES THE USE OF THE DESIGN-BUILD CONSTRUCTION METHOD AND UPDATE THE STATUTORY BIDDING REQUIREMENTS
Page 2

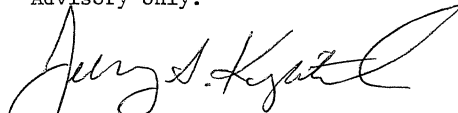
FISCAL NOTE:

This resolution requests State legislation changes that could potentially save the County time, effort and funds for future construction projects.


Sherry Oja
Finance Director


LEGAL NOTE:

Advisory only.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Matter of policy.


Josh Smith
County Administrator

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

EXECUTIVE SUMMARY

Under § 59.52(29), Wis. Stats., county construction contracts that exceed \$25,000 must be awarded to the lowest responsible bidder using the competitive bidding process. In addition, if the estimated public work is between \$5,000 and \$25,000, the County must give a Class I notice before it contracts for such work. These dollar limits have been in place for decades and are unrealistic and need to be updated to a more current number.

Under the current practice, an architect first designs the construction project, construction designs are then let for bid and contractors submit bids to construct the project based on those design plans. There are inherent disadvantages to a competitive bidding process. Most notably are the lengthy processes and the incentive to low-ball the bid and make up the difference through change orders. Though change orders are a normal condition of any construction project, currently they have become an income generating tool. The time and effort required in negotiating change orders is significant and increases the overall cost of the project.

Another problem is performance quality. If the project is completed and has been done in either a substandard method or with substandard materials in order to meet the low ball bid, the overall project suffers and actual cost is then again increased. We need to have contractors that are willing to prepare fair and accurate proposals for the work and live up to those terms. This also includes the architects and those associated with the preparation and completion of any given project. Design Build concepts allow for that process to happen.

Many of the projects involved in these situations represent millions of dollars and have long-term effects upon counties in the term of operation and maintenance of facilities. This in turn is reflected in taxation of residents and the ability for the county to provide necessary services. We need to have a more affective process in establishing and choosing the appropriate bid for these county projects. Allowing Design Build benefits not only the County, but also the taxpayers.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sup. Kathy Schulz
INITIATED BY

Randy Terronez
DRAFTED BY



Sup. Kathy Schulz
SUBMITTED BY

July 10, 2017
DATE DRAFTED

SUPPORTING ACCESS TO HEALTH CARE

- 1 **WHEREAS**, access to affordable health care coverage has wide support regardless of political
- 2 affiliation, and;
- 3
- 4 **WHEREAS**, the Affordable Care Act of 2012 (ACA) increased coverage through expanded
- 5 Medicaid in many states and offered subsidies and tax credits for those above the poverty line to
- 6 enroll in state or federal marketplace plans through private insurance, and;
- 7
- 8 **WHEREAS**, many have raised issues with the ACA by pointing out its flaws that require fixes, and;
- 9
- 10 **WHEREAS**, the House of Representatives has passed the American Health Care Act (AHCA) to
- 11 replace the ACA and the U.S. Senate is considering a similar version of the AHCA, and;
- 12
- 13 **WHEREAS**, there are numerous organizations such as American Association of Retired People
- 14 (AARP), the American Medical Association (AMA) and the National Association of Counties
- 15 (NACo) that express concerns with the replacement version reducing Medicaid coverage and shifting
- 16 premium cost, and;
- 17
- 18 **WHEREAS**, the concerns generally rest in the belief that the AHCA would reduce coverage for the
- 19 poor, raise cost to the elderly and leave health care providers, state and local government exposed to
- 20 financial risk.
- 21
- 22 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 23 assembled this _____ day of _____, 2017, urge the federal representatives from
- 24 Wisconsin in the U.S. Senate and the U.S. House of Representatives to support the efforts of NACo to:
- 25
- 26 A. Oppose changes to federal health care programs that shift cost to counties or reduce coverage;
- 27 B. Solicit our shared constituency for their views;
- 28 C. Seek input from health care providers on the service delivery impacts of federal legislation;
- 29 D. Work in a bipartisan manner to fix the flaws of the ACA; and
- 30 E. Maintain affordable health care coverage for those who desire and need coverage.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Absent
Ashley Klevén

Sally Jean Weavers-Landers
Sally Jean Weavers-Landers

Kathy Schulz
Kathy Schulz

Karl Dommershausen
Karl Dommershausen

Terry Thomas
Terry Thomas

Terry Fell
Terry Fell

Shirley Williams
Shirley Williams

Linda Garrett
Linda Garrett

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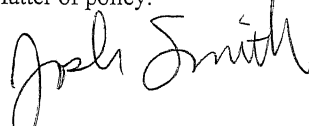
Louis Peer

Alan Sweeney

Terry Thomas

ADMINISTRATIVE NOTE:

Matter of policy.



Josh Smith
County Administrator

FISCAL NOTE:

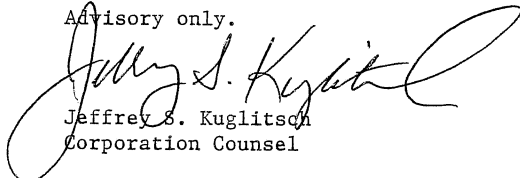
This resolution addresses a Federal legislative issue and has no direct fiscal impact on Rock County operations in and by itself.



Sherry Oja
Finance Director

LEGAL NOTE:

Advisory only.




Jeffrey S. Kuglitsch
Corporation Counsel

ROCK COUNTY, WISCONSIN



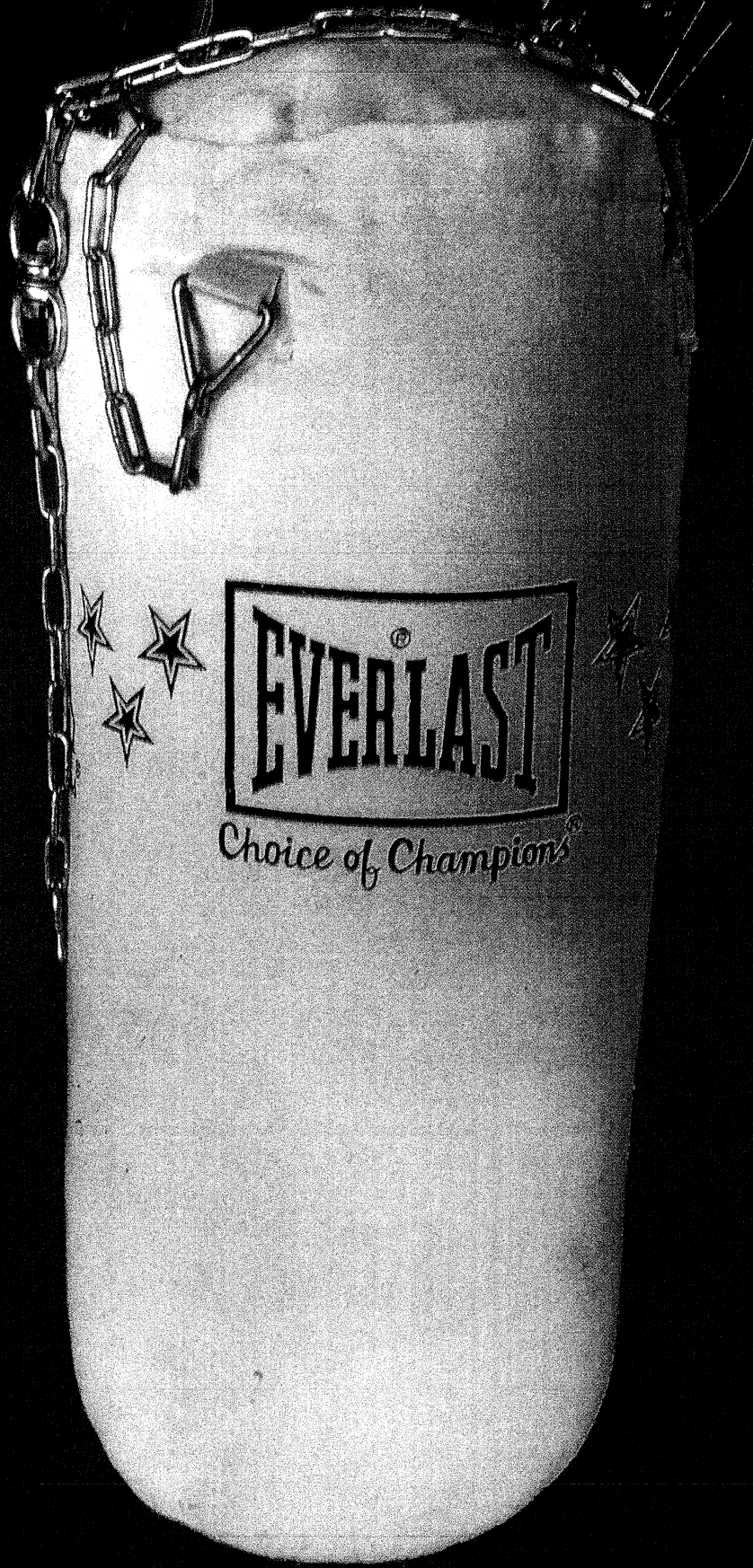
County Administrator's Office
51 South Main Street
Janesville, Wisconsin 53545
Phone: 608/757-5510
Web Site: www.co.rock.wi.us

DATE: July 18, 2017
TO: County Board Staff Committee
FROM: Randy Terronez, 
Assistant to County Administrator
RE: Equipment Donation to Wellness Workout Center

Steven Miller, a HSD Family Crisis Program Case Manager is donating a punching bag and boxing gloves to the Wellness Workout Center located in the ground floor of the Health Care Center. Attached are photos of the equipment.

Sufficient space is available to accommodate the request and is being recommended by the Wellness Committee.

Per county policy, formal approval to accept the equipment donation is requested of the Committee.



EVERLAST

Choice of Champions



The following shall be the County's policy on the use of personal furniture in the work place:

General: Rock County makes every effort to provide employees with the furniture they need to complete their job. At times, employees may want to bring in their own personal furniture for comfort. The use of personal furniture in the workplace creates concerns about liability for damage to property, liability for injury when moving and using furniture, sanitation or cleaning concerns, safety issues, and the maintenance of a professional appearance. This policy outlines rules for personal furniture allowed in offices and work sites in county buildings.

Permissible Furniture:

Employees may use personal furniture items including, but not limited to, desk chairs, sit/stand desk, bookcases, tables, and small file storage to supplement County furniture. Employees who utilize personal furniture will be required to sign a waiver of liability.

Prohibited Furniture: Personal Core Balls, Fitness Balls, Exercise Balls, or chairs for these balls are not permitted.

Employees will be allowed to bring in their own personal furniture if the following conditions are met:

- (A) The employee shall sign the "**Release of Waiver and Liability**" stating that the employee has read and understands the policy regarding the use of Personal Furniture. Forms can be obtained through the employee intranet under the Safety tab. <http://earth2/safety-committee>
- (B) The Employee will then have the furniture inspected by the Facilities Management Department. Employees will utilize the on line Work Order System to request an inspection.
- (C) Once the furniture is inspected, the Facilities Management Staff will sign the "**Release of Waiver and Liability**" form
- (D) The employee will return the completed "**Release of Waiver and Liability**" form to the Purchasing Department.

Assembly or Repair of Furniture: The assembly or repair of an employee's personal furniture is the responsibility of the employee. Facility Management Staff will not assemble or repair any employee owned furniture.

Removal of Furniture: If Department Heads, Supervisors, Managers or Facilities staff observes inappropriate furniture or an unsafe or unsanitary condition in any office or any area of County buildings, they should direct the removal of the personal furniture by the owner. When an employee leaves employment with the County or transfers employment within the County, resulting in vacating of a workplace in any office or area of a County building, the employee shall be responsible for removing any personal property or furniture from the work area. If the employee fails to remove such personal furniture or belongings, the furniture or belongings will be disposed of as abandoned property by the County pursuant to County Ordinance.

Failure to comply with this policy may result in disciplinary action against the offending employee, up to and including termination of employment.



RELEASE AND WAIVER OF LIABILITY

I have read and signed this Release and Waiver of Liability. I understand that in signing this document I am releasing Rock County and all officers, employees or agents of the County (hereinafter referred to as "the released parties") from any and all potential liability for any claims that I may have against them. In signing this release, I promise not to sue or otherwise make legal demands or claims of any kind against the released parties for any loss or damage, including for any injury to myself or staff who may be using my personal furniture item(s).

I have been advised that signing this Release and Waiver of Liability is a significant act with legal consequences and have voluntarily chose to sign this Release and Waiver of Liability in consideration of being able to use my own personal furniture item(s) in lieu of County issued furniture.

I further expressly agree that this Release and Waiver of Liability is intended to be as a broad and inclusive as is permitted by the laws of the State of Wisconsin and that if any portion thereof is held invalid, it is agreed that the balance shall continue in full legal force and effect.

Description of Personal Item(s): _____

Employee Name (Print): _____

Employee Signature: _____

Date: _____

This item(s) has been inspected and is in good working order: _____ Date: _____
Signature of Authorized Facilities Staff

Unilateral

Communication Center Shift Supervisors will receive 2% of their base wages as a shift differential for all hours worked.

Employees in the classification of Assistant Director of Nursing and Nursing Supervisor shall receive shift differential equal to the amount received by Registered Nurses in accordance with the provisions as outlined in HR Policy and Procedure.

The following language only applies to employees who are in job classes that were covered by the following collective bargaining agreements on December 31, 2011.

SHIFT DIFFERENTIAL

(AFSCME 2489)

Telecommunicators and Call Takers who work the second shift (3:00 p.m.-11:00 p.m.) shall receive 1% of their base pay as shift differential, those who work the third shift (11:00 p.m.-7:00 a.m.) shall receive 2% of their base pay as shift differential, those who work the mid-shift of 11:00 a.m. to 7:00 p.m. shall receive 1% of their base pay between 3:00 p.m. and 7:00 p.m. and those who work the mid-shift 7:00 p.m. to 3:00 a.m. shall receive 1% between 7:00 p.m. and 11:00 p.m. and 2% between 11:00 p.m. and 3:00 a.m. as shift differential.

Support staff who work at the Sheriff's Department shall receive 1% of their base pay as a shift differential if they begin their work shift on or between 2:00 p.m. and 10:00 p.m. Third shift employees in either classification shall receive 2% of their base pay as shift differential if they begin their shift on or between the hours of 10:00 p.m. to 1:00 a.m.

(AMHS RH)

Shift Differential - Nurses. All nursing personnel working the 2:00 pm-10:30 p.m.shift or the 10:15 p.m.- 6:45 a.m. shift on a regular basis shall receive \$2.00 per hour in addition to their regular hourly salary.

Float Premium – Nurses.

A. A nurse who accepts a position that can be assigned to any unit at times such are specified in the section will be paid a premium of \$3.00 per hour for all paid hours, in addition to any

applicable shift differential, and such premium will be included in all overtime calculations. Float positions will be posted as day/p.m., p.m./nights, or nights/days. A nurse who accepts such a position shall not be involuntarily prescheduled to work more than 8 hours a day or more than his/her FTE in a pay period. There shall be a minimum of 16 hours between prescheduled shifts.

B. A limited float position is a position that may be assigned to any unit, but may only be assigned to work one shift – days, PMs, or nights. A nurse who accepts a limited float position will be paid a premium of \$1.00 per hour, in addition to any applicable shift premium.

(AFSCME1258)

Shift Differential. Shift differential will be paid based on the position code of the employee’s regularly held position. (i.e. a day shift employee shall not receive shift differential regardless of any particular shift worked).

1. Any employee, whose work shift starts after 11:30 a.m. and before 8:00 p.m., will receive a shift premium of \$.50 for all hours worked. Effective January 1, 2011, an employee, whose work shift starts after 8:00 p.m. and before 4:00 a.m., will receive a shift premium of \$.50 for all hours worked.

The three shifts are as follows:

- Day Shift – any work shift starting at, or after 4:00 a.m. and before 12:00 noon.
- PM Shift – any work shift starting at, or after 11:30 a.m. and before 8:00 p.m.
- Night Shift – any work shift starting at, or after 8:00 p.m. and before 4:00 a.m.

2. An LPN who works a day/pm float will receive an additional \$1.00 per hour for all hours worked.

(AFSCME 1077)

A Rock County Airport Maintenance Worker or Facilities Management Worker IV whose regularly scheduled work shift starts after 11:30am shall receive 1% of their base pay as shift differential.

(YSC)

Employees who work the majority of their hours on the second and third shifts will receive a shift premium of \$0.15 per hour for all hours worked by the employee.

First shift	6:30 a.m. - 3:00 p.m.
Second shift	2:30 p.m. - 11:00 p.m.
Third shift	10:30 p.m. - 7:00 a.m.

(AMHS HSD)

~~Any employee who's regularly assigned work schedule requires them to work between the hours of 7:00 pm - 7:00 am, Monday through Thursday or between 7:00 pm Friday and 7:00 am Monday will be paid a night/weekend differential of \$2.65 per hour for each night or weekend hour worked.~~

Any employee working in the Crisis Unit or AODA Program between the hours of 7:00 pm - 7:00 am, Monday through Thursday or between 7:00 pm Friday and 7:00 am Monday will be paid a night/weekend differential of \$2.65 per hour for each night or weekend hour worked.

WEEKEND RATE

(SEIU NURSES)

An employee may be required to provide public health services on a weekend only in those instances in which it is medically necessary. If an employee is required to provide public health services on a weekend, that employee shall receive either two (2) hours pay paid at one and one-half (1 ½) times her/his base hourly rate of pay or for the time actually worked paid at the one and one-half (1 ½) times her/his hourly rate of pay, whichever amount is greater. The employee shall also be reimbursed for mileage, which is in excess of the distance which she/he travels from her/his residence to the Rock County Public Health Department at the mileage rate specified by the Internal Revenue Service.

The Employer may solicit volunteers to work weekend hours for other public health services, which are not medically necessary services. If there are no volunteers, management will have the right to assign the work.