

ENROLLED ORDINANCE 170-65

EMPLOYEE RETENTION/SEVERANCE SALARY AND BENEFITS FOR 2016

WHEREAS, there may be positions abolished or unfunded in 2016, and

WHEREAS, the County has assisted employees in a transition process by providing a retention/severance program, and

WHEREAS, the prior programs have been based on an employee's length of service and include the County's share of the health insurance benefits for a specified period of time, and

WHEREAS, the funding necessary to cover the costs associated with this program will be provided for in the 2016 non-departmental budget, and the tuition assistance in the 2016 Department of Administration budget.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the employees whose positions are eliminated or unfunded and their employment is terminated following the effective date of this ordinance through the 2016 calendar year will be eligible for the following retention/severance program:

1. Regular full-time and regular part-time employees, who have completed six (6) months of employment and have less than three (3) years of service, will be eligible for three (3) weeks of pay. Regular full-time and regular part-time employees, who have three (3) years of service, but less than ten (10) years of service, will be eligible to receive six (6) weeks of pay. Regular full-time and regular part-time employees, with ten (10) or more years of service will be eligible to receive nine (9) weeks of pay.

2. Regular full-time and regular part-time employees will be eligible for up to four (4) months of the County's contribution toward the health insurance plan they are enrolled in at the time of their termination.

3. Regular full-time and regular part-time employees will be eligible to participate in the Tuition Assistance program for a one-year period from the date of their termination.

BE IT FURTHER ORDAINED that employees must meet the following requirements to be eligible for the retention/severance program:

1. Regular full-time and regular part-time employees who leave employment prior to their termination date set by the County, or who accept employment in another position with the County, or who were offered another reasonably comparable position within the County, but declined, will not be eligible for the retention/severance plan.

2. Employees will have their retention/severance payments reduced for any sick leave used from the effective date of this ordinance until the date of termination unless the absences are substantiated with a medical certification as outlined in County policy.

Adopted by the Waukesha County Board: 10/27/15

Approved by the Waukesha County Executive: 10/30/15

Published: 11/07/15

FISCAL NOTE

EMPLOYEE RETENTION/SEVERANCE SALARY AND BENEFITS POLICY

In the course of developing the proposed budget for any given year, positions may be abolished, or funding reduced (most are typically vacant) for various departments. This ordinance authorizes a benefit policy for County employees that may be laid off in 2016 and future years. It does not cover employees who terminate their employment voluntarily prior to their layoff, or who accept employment in another County position or who decline such employment.

Under the proposed retention/severance program, regular full-time employees* will be eligible for a severance payment as follows:

Years of Service	Less than 3 years	3 years but less than 10 years	10 or More Years
Weeks of Pay	3 weeks	6 weeks	9 weeks

* Regular part-time employees will be eligible for half the above benefit.

In addition, regular full-time and part-time employees would be eligible for up to four months of the County contribution toward the health plan they are enrolled in at the time of termination. Terminated employees would also be eligible to participate in the Tuition Assistance Program for one year after being laid off.

No funds were spent for severance/retention in 2014. The County has budgeted \$110,000 in 2015. It is estimated that \$80,000 will be spent in 2015, mostly associated with the Shelter Care transition. The 2016 proposed budget includes \$40,000 for retention/severance. Future budget proposals will include estimates for the impact of this policy based on anticipated staffing changes. Any costs related to the tuition assistance benefit will be absorbed in the Department of Administration Human Resources budget.

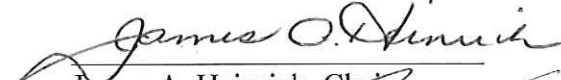

Lawrence M. Dahl
Accounting Services Manager

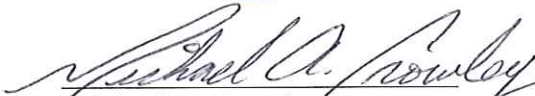
ESTABLISH EMPLOYEE RETENTION AND SEVERANCE POLICY

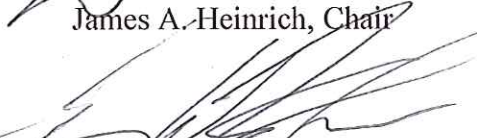
Presented by:
Human Resources Committee


Approved by:
Finance Committee

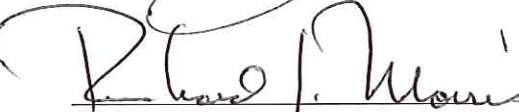

David D. Zimmermann, Chair


James A. Heinrich, Chair


Michael A. Crowley


Eric Highum

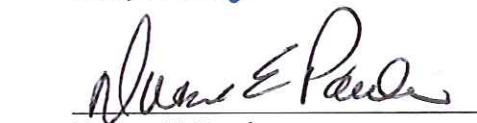

Jennifer Grant


Richard Morris

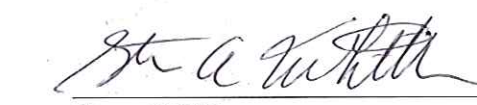

Christine M. Howard


Larry Nelson

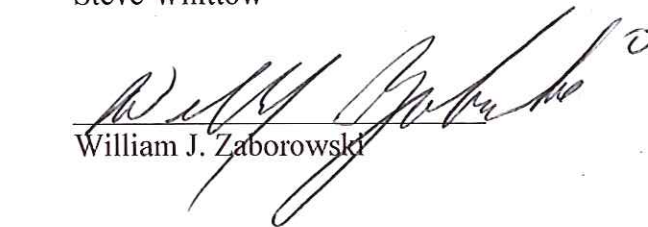

William Mitchell


Duane E. Paulson

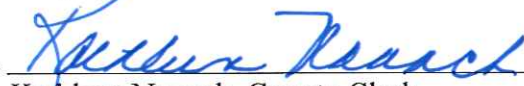

Larry Nelson


Steve Whittow


Jeremy Walz


William J. Zaborowski

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 10/27/2015, 
Kathleen Novack, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X
Vetoed: _____

Date: 10-30-15, 
Paul Farrow, County Executive

WAUKESHA COUNTY BOARD OF SUPERVISORS

V

DATE-10/27/15 (ORD) NUMBER-1700065

- | | |
|--------------------------|---------------------------|
| 1 R. KOLB.....AYE | 2 D. Zimmermann.....AYE |
| 3 R. MORRIS.....AYE | 4 J. BATZKO.....AYE |
| 5 J. BRANDTJEN.....AYE | 6 J. WALZ.....AYE |
| 7 J. GRANT.....AYE | 8 E. HIGHUM.....AYE |
| 9 J. HEINRICH.....AYE | 10 D. SWAN.....AYE |
| 11 C. HOWARD.....AYE | 12 P. WOLFF.....AYE |
| 13 P. DECKER.....AYE | 14 C. PETTIS..... |
| 15 B. MITCHELL.....AYE | 16 M. CROWLEY.....AYE |
| 17 D. PAULSON.....AYE | 18 L. NELSON.....AYE |
| 19 K. CUMMINGS.....AYE | 20 T. SCHELLINGER.....AYE |
| 21 W. ZABOROWSKI.....AYE | 22 P. JASKE.....AYE |
| 23 K. HAMMITT..... | 24 S. WHITTOW.....AYE |
| 25 G. YERKE..... | |

TOTAL AYES-21

TOTAL NAYS-00

CARRIED _____

DEFEATED _____

UNANIMOUS ~~_____~~

TOTAL VOTES-21