

## PERSONNEL AND FINANCE

### 2021 ACT 006

**WHEREAS**, Section 18.24 of the Dane County Ordinances creates an Employee Benefits Handbook (the “Handbook”), and the stated purpose of that handbook is to “is to establish the terms and conditions of employment for County employees;” and

**WHEREAS**, it also requires that “at least annually,” the Employee Relations Division of the Dane County Department of Administration (the “Division”) shall “shall seek policy guidance from the” Personnel and Finance Committee of the Dane County Board of Supervisors (“the Committee”) “regarding any adoption, amendment or termination of provisions in the Employee Benefit Handbook;” and

**WHEREAS**, on \_\_\_\_\_, the Division has presented the Committee with Proposed 2021 Employee Benefit Handbook Changes (the “Division Proposals”), numbered 1-42. Interested stakeholders, including the majority representatives of the employees (“EGRs”) have also presented reactions and proposals to the Committee, and the Committee has given due consideration to these presentations; and

**WHEREAS**, the Committee relies upon the language of original ordinance, resolution and supporting documents that created the Handbook and the annual procedures to amend it. These documents celebrated the County’s efforts to, “maintain employee engagement and involvement and preserved the interactive relationship that the County has enjoyed with its employees,” “treating its employees fairly and continu(ing) to value a cooperative labor-management relationship,” to “demonstrate a commitment to workers’ rights” and to give employees “a voice and place at the table so that we can listen, communicate and act in everyone’s best interest.”

**THEREFORE**, pursuant to 18.24(4)(a), the Personnel and Finance Committee of Dane County provides the following policy guidance regarding adoptions, amendments and terminations of provisions in the Employee Benefit Handbook (Handbook):

- (1) The Committee emphasizes to the Division that it the Employee Groups are an integral part of the County’s human resources mission of the County. The ordinance, “creates and recognizes employee groups to streamline communication,” and “allows each employee group to choose one representative to represent their interests in communication with the County on discussions about changes to terms and conditions of employment ... in an efficient and organized manner.” The Committee recognizes, and directs the Division to recognize, the role that labor organizations play in their interactions with the County’s administration, the democratic representation that the Employee Groups provide, and the services that they provide to County employees. Accordingly,

the Committee instructs the Division to treat the Employee Groups and the EGRs with dignity and respect at all times, and as equals through the meet and confer process.

- (2) The Committee directs the Division to pursue Division Proposals numbered 1, 4, 17,18, 20 and 21. These include cleanup of areas where the Division and the EGRs have already reached consensus to changes and to the elimination of obsolete provisions.
- (3) The Committee further directs the Division to continue to pursue consensus through good faith meeting and conferring and compromise with the interested stakeholders regarding proposed changes numbered 2, 6, 9, 19, 27, 30, 31, 32 and 43.
- (4) The Committee directs the Division to discontinue pursuit of the balance of its proposed changes (numbered 3, 5, 7, 8, 10, 11, 12, 13, 14, 15, 16, 22, 23, 24, 25, 26, 28, 29, 33, 34, 35, 36, 37, 38, 39, 40, 41 and 42), as these proposals generally refuse to provide information to EGRs or prohibit them from the use of resources and procedures that have long been agreed-upon, and that are consistent with the intent of our chosen system of employee relations.
- (5) Finally, the Committee directs the Division to pursue consensus through good faith discussions with the interested stakeholders regarding their proposals advanced during the 2021 meet and confer process.