



Agenda
General Government Committee
Thursday, August 7, 2025 – 5:00 pm
Conference Call 1-312-626-6799
Zoom Meeting ID: 89996258699
Passcode: 163823
<https://us02web.zoom.us/j/89996258699>
Community Room
303 W. Chapel St
Dodgeville, Wisconsin 53533

**Iowa
County
Wisconsin**

For information regarding access for the disabled, please call 935-0399.

Any subject on this agenda may become an action item.

1	Call to order.
2	Roll Call.
3	Approve the agenda for this August 7, 2025 meeting.
4	Approve the minutes of the July 3, 2025 meeting.
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken.
6	2024 Q4 and 2025 Q1 financial report.
7	Discuss and consider revisions to Policy 401 Section 5.4 Performance Evaluations and 5.4a Star Performer Program.
8	Consider and Discuss 2026 Health Insurance.
9	Consider and Discuss 2026 Wage Structure Adjustment.
10	Employment Activity Report.
11	Set date and time for next meeting, September 4, 2025 at 5:00 pm.
12	Adjournment.
	Posted by the County Clerks Office on 07-31-2025, Megan Currie – County Clerk



DRAFT Minutes
General Government Committee
Thursday, July 3, 2025 – 5:00 pm
Community Room
303 W. Chapel St
Dodgeville, Wisconsin 53533

**Iowa
County
Wisconsin**

1	Call to order by Curt Peterson at 5:00pm.
2	Roll Call. <i>Members in Attendance:</i> Joan Davis, Don Gander, Tim Lease, Curt Peterson <i>Excused:</i> Mike Peterson <i>Others on Zoom:</i> Bruce Paull, Allison Leitzinger <i>Others in Attendance:</i> Larry Bierke, Megan Currie, Jake Tarrell, Katie Abbott
3	Motion to Approve the agenda for this July 3, 2025 meeting. Sup. Lease moved to approve the motion. Sup. Davis seconded the motion. No discussion. Motion carried unanimously.
4	Motion to Approve the minutes of the June 5, 2025 meeting. Sup. Lease moved to approve the motion. Sup. Gander seconded the motion. No discussion. Motion carried. Sup. Davis Abstained.
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. Gander – Network Incident Bierke – Community Meeting Updates
6	Courthouse/Veterans Memorial Upgrade Project. Report given by Facilities and Grounds Director Jake Tarrell. Another update in two (2) months.
7	Consider Revisions to Policy 401 Section 5.4 Performance Evaluations Reviews and Pay for Performance. Explanation given by Leitzinger and Bierke. Discussion followed. Sup. Lease moved to send revisions to the full County Board for approval. Sup. Davis seconded. Motion carried unanimously. Sup. Lease moved to rescind prior motion. Sup. Davis seconded. Motion carried unanimously. Sup. Lease moved to hold this over until next month. Sup. Davis seconded. Motion carried unanimously.

8	Consider New Section 5.4a Star Performer Program under Policy 401. Explanation given by Leitzinger. Discussion followed. Sup. Lease moved to hold this over until next month. Sup. Davis seconded. Motion carried unanimously.
9	Consider New Section 5.4b Peer Recognition Program under Policy 401. Explanation given by Leitzinger. Discussion followed. Sup. Davis moved to send 5.4a to County Board for approval. Sup. Gander seconded. Motion carried unanimously.
10	Employee Relations Activity Report. Report given by Employee Relations Director Allison Leitzinger.
11	Consider Resolution Establishing a "Celebration Task Force" to Plan for Iowa County's 200th Year Celebration. Explanation given by Bierke. Discussion followed. Sup. Davis moved to send the resolution to the full County Board for approval. Sup. Lease seconded. Motion carried unanimously.
12	Next meeting, August 7, 2025 at 5:00 pm.
13	Adjourn. Sup. Davis moved to adjourn to next month. Sup. Gander seconded. No discussion. Motion carried unanimously. Adjourned at 6:57 pm.
	Minutes by Megan Currie – County Clerk

AGENDA ITEM COVER SHEET

Title: 4th Quarter 2024 Financial Report for General Government Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Fourth quarter 2024 financial report with a comparison of budget to actual year-to-date for the departments that report to the General Government Committee. Please note these are unaudited numbers.

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

4th Quarter Financial Statements

FISCAL IMPACT:

Financial update of the 2024 budgetary balances as of 12/31/24

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Jamie Gould

DEPT: Finance Department

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

4TH QUARTER 2024 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS	2024 REVISED BUDGET	YTD REVENUES THROUGH 12/31/24	REMAINING BUDGET	% USED
10051110	COUNTY BOARD	-	-	-	-	-	0%
10051120	EXECUTIVE - GENERAL GOVERNMENT	-	-	-	-	-	0%
10051130	FIRE SUPPRESSION	-	-	-	-	-	0%
COUNTY CLERK							
10051420	COUNTY CLERK	(23,060.00)	-	(23,060.00)	(26,212.65)	3,152.65	114%
10051421	COUNTY CLERK - ELECTIONS	-	-	-	-	-	0%
	TOTAL COUNTY CLERK	(23,060.00)	-	(23,060.00)	(26,212.65)	3,152.65	114%
10051431	EMPLOYEE RELATIONS	-	-	-	(67.15)	67.15	100%
INFORMATION TECHNOLOGY							
10051450	INFORMATION TECHNOLOGY	-	-	-	(153.43)	153.43	100%
10051451	EMPLOYEE RELATIONS COMPUTER	-	-	-	-	-	0%
10051452	AIRPORT COMPUTER	-	-	-	-	-	0%
10051453	FINANCE COMPUTER	-	-	-	-	-	0%
10051454	COUNTY ADMINISTRATOR COMPUTER	-	-	-	-	-	0%
10051455	TREASURER COMPUTER	-	-	-	-	-	0%
10051456	COUNTY CLERK COMPUTER	-	-	-	-	-	0%
10051457	TELEPHONE & VIDEO LINE	-	-	-	-	-	0%
10051458	CHILD SUPPORT COMPUTER	-	-	-	-	-	0%
10051459	REGISTER OF DEEDS COMPUTER	-	-	-	-	-	0%
10051460	SHERIFF COMPUTER	-	-	-	-	-	0%
10051461	HEALTH DEPARTMENT COMPUTER	-	-	-	-	-	0%
10051462	DSS COMPUTER	-	-	-	-	-	0%
10051463	VETERAN SERVICE COMPUTER	-	-	-	-	-	0%
10051464	HIGHWAY DEPT COMPUTER	-	-	-	-	-	0%
10051465	PLANNING & DEVELOPMENT COMPUTER	-	-	-	-	-	0%
10051466	EMERGENCY MANAGEMENT COMPUTER	-	-	-	-	-	0%
10051468	LAND CONSERVATION COMPUTER	-	-	-	-	-	0%
10051469	ADRC COMPUTER	-	-	-	-	-	0%
10051471	COUNTY BOARD COMPUTER	-	-	-	-	-	0%
10051472	CORONER COMPUTER	-	-	-	-	-	0%

4TH QUARTER 2024 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS	2024 REVISED BUDGET	YTD REVENUES THROUGH 12/31/24	REMAINING BUDGET	% USED
	TOTAL INFORMATION TECHNOLOGY	-	-	-	(153.43)	153.43	100
TREASURY							
10051520	TREASURY	(10,267,396.00)	-	(10,267,396.00)	(11,924,511.49)	1,657,115.49	116%
10051521	ASSESSMENT OF PROPERTY	-	-	-	-	-	0%
10051522	TAX DEEDS	-	-	-	-	-	0%
	TOTAL TREASURY	(10,267,396.00)	-	(10,267,396.00)	(11,924,511.49)	1,657,115.49	116%
FACILITIES & GROUNDS							
10051600	FACILITIES & GROUNDS	-	(305.95)	(305.95)	(436.90)	130.95	143%
10051602	FACILITIES & GROUNDS - COURTHOUSE	-	-	-	-	-	0%
10051603	FACILITIES & GROUNDS - HHS	(8,640.00)	-	(8,640.00)	(8,440.00)	(200.00)	98%
10051606	FACILITIES & GROUNDS - LEC	(13,641.00)	-	(13,641.00)	(13,641.00)	-	100%
	TOTAL FACILITIES & GROUNDS	(22,281.00)	(305.95)	(22,586.95)	(22,517.90)	(69.05)	100%
COUNTY FARM							
10051620	COUNTY FARM	(113,804.00)	-	(113,804.00)	(113,984.00)	180.00	100%
10051621	FISH AND GAME GRANT	(2,000.00)	-	(2,000.00)	(4,750.00)	2,750.00	238%
	TOTAL COUNTY FARM	(115,804.00)	-	(115,804.00)	(118,734.00)	2,930.00	103%
10051710	REGISTER OF DEEDS	(205,000.00)	-	(205,000.00)	(281,717.92)	76,717.92	137%
10051950	COUNTY INSURANCE	(148,029.00)	-	(148,029.00)	(133,182.10)	(14,846.90)	90%
10055110	PUBLIC LIBRARIES	-	-	-	-	-	0%
10055120	HISTORICAL SOCIETY	-	-	-	-	-	0%
10055460	FAIRS	-	-	-	-	-	0%
10056160	SNOWMOBILE/ATV	(50,340.00)	(105.94)	(50,445.94)	(50,243.23)	(202.71)	100%
10056710	ECONOMIC DEVELOPMENT	-	-	-	-	-	0%
25056700	REVOLVING LOAN FUND	-	-	-	(5,000.00)	5,000.00	100%

4TH QUARTER 2024 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS	2024 REVISED BUDGET	YTD REVENUES THROUGH 12/31/24	REMAINING BUDGET	% USED
40057620	HHS BUILDING CAPITAL OUTLAY	-	-	-	-	-	0%
40057622	COURTHOUSE BUILDING CAPITAL OUTLAY	-	-	-	-	-	0%
40057624	COUNTY FARM CAPITAL OUTLAY	-	-	-	-	-	0%
73051980	SELF-INSURED WORKERS COMP FUND	-	-	-	(297,130.57)	297,130.57	100%

4TH QUARTER 2024 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS & 2023 CARRYOVERS	2024 REVISED BUDGET	YTD EXPENDITURES THROUGH 12/31/24	REMAINING BUDGET	% USED
10051110	COUNTY BOARD	108,580.00	-	108,580.00	83,375.09	25,204.91	77%
10051120	EXECUTIVE - GENERAL GOVERNMENT	98,898.00	-	98,898.00	842,213.32	(743,315.32)	852%
10051130	FIRE SUPPRESSION	2,000.00	-	2,000.00	-	2,000.00	0%
COUNTY CLERK							
10051420	COUNTY CLERK	185,550.00	-	185,550.00	179,363.19	6,186.81	97%
10051421	COUNTY CLERK - ELECTIONS	103,600.00	-	103,600.00	58,056.98	45,543.02	56%
	TOTAL COUNTY CLERK	289,150.00	-	289,150.00	237,420.17	51,729.83	82%
10051431	EMPLOYEE RELATIONS	175,873.00	-	175,873.00	173,839.98	2,033.02	99%
INFORMATION TECHNOLOGY							
10051450	INFORMATION TECHNOLOGY	468,923.00	-	468,923.00	458,045.77	10,877.23	98%
10051451	EMPLOYEE RELATIONS COMPUTER	300.00	-	300.00	120.00	180.00	40%
10051452	AIRPORT COMPUTER	300.00	-	300.00	300.00	-	100%
10051453	FINANCE COMPUTER	66,900.00	-	66,900.00	53,100.89	13,799.11	79%
10051454	COUNTY ADMINISTRATOR COMPUTER	300.00	-	300.00	-	300.00	0%
10051455	TREASURER COMPUTER	26,600.00	-	26,600.00	25,045.00	1,555.00	94%
10051456	COUNTY CLERK COMPUTER	600.00	-	600.00	-	600.00	0%
10051457	TELEPHONE & VIDEO LINE	68,000.00	-	68,000.00	68,785.57	(785.57)	101%
10051458	CHILD SUPPORT COMPUTER	900.00	-	900.00	900.00	-	100%
10051459	REGISTER OF DEEDS COMPUTER	900.00	-	900.00	900.00	-	100%
10051460	SHERIFF COMPUTER	88,000.00	-	88,000.00	88,000.00	-	100%
10051461	HEALTH DEPARTMENT COMPUTER	4,500.00	-	4,500.00	4,500.00	-	100%
10051462	DSS COMPUTER	8,100.00	-	8,100.00	8,100.00	-	100%
10051463	VETERAN SERVICE COMPUTER	300.00	-	300.00	900.00	(600.00)	300%
10051464	HIGHWAY DEPT COMPUTER	12,000.00	-	12,000.00	11,640.00	360.00	97%
10051465	PLANNING & DEVELOPMENT COMPUTER	1,200.00	-	1,200.00	-	1,200.00	0%
10051466	EMERGENCY MANAGEMENT COMPUTER	3,300.00	-	3,300.00	3,240.00	60.00	98%
10051468	LAND CONSERVATION COMPUTER	11,200.00	-	11,200.00	11,200.00	-	100%
10051469	ADRC COMPUTER	3,000.00	-	3,000.00	3,000.00	-	100%
10051471	COUNTY BOARD COMPUTER	6,300.00	-	6,300.00	6,300.00	-	100%

4TH QUARTER 2024 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS & 2023 CARRYOVERS	2024 REVISED BUDGET	YTD EXPENDITURES THROUGH 12/31/24	REMAINING BUDGET	% USED
10051472	CORONER COMPUTER	600.00	-	600.00	600.00	-	100%
	TOTAL INFORMATION TECHNOLOGY	772,223.00	-	772,223.00	744,677.23	27,545.77	96%
TREASURY							
10051520	TREASURY	189,216.00	-	189,216.00	197,007.68	(7,791.68)	104%
10051521	ASSESSMENT OF PROPERTY	5,000.00	-	5,000.00	-	5,000.00	0%
10051522	TAX DEEDS	8,000.00	-	8,000.00	1,203.67	6,796.33	15%
	TOTAL TREASURY	202,216.00	-	202,216.00	198,211.35	4,004.65	98%
FACILITIES & GROUNDS							
10051600	FACILITIES & GROUNDS	323,843.00	-	323,843.00	325,785.53	(1,942.53)	101%
10051602	FACILITIES & GROUNDS - COURTHOUSE	168,000.00	9,151.78	177,151.78	166,268.19	10,883.59	94%
10051603	FACILITIES & GROUNDS - HHS	111,500.00	-	111,500.00	112,859.98	(1,359.98)	101%
10051606	FACILITIES & GROUNDS - LEC	104,000.00	-	104,000.00	117,029.66	(13,029.66)	113%
	TOTAL FACILITIES & GROUNDS	707,343.00	9,151.78	716,494.78	721,943.36	(5,448.58)	101%
COUNTY FARM							
10051620	COUNTY FARM	7,100.00	-	7,100.00	8,078.24	(978.24)	114%
10051621	FISH AND GAME GRANT	4,000.00	-	4,000.00	-	4,000.00	0%
	TOTAL COUNTY FARM	11,100.00	-	11,100.00	8,078.24	3,021.76	73%
10051710	REGISTER OF DEEDS	196,686.00	13,330.09	210,016.09	183,968.91	26,047.18	88%
10051950	COUNTY INSURANCE	273,432.00	-	273,432.00	156,314.81	117,117.19	57%
10051110	PUBLIC LIBRARIES	377,961.00	19,577.86	397,538.86	380,108.59	17,430.27	96%
10055120	HISTORICAL SOCIETY	5,000.00	-	5,000.00	5,000.00	-	100%
10055460	FAIRS	21,546.00	-	21,546.00	21,546.00	-	100%
10056160	SNOWMOBILE/ATV	50,340.00	105.94	50,445.94	50,243.23	202.71	100%
10056710	ECONOMIC DEVELOPMENT	202,750.00	-	202,750.00	122,849.81	79,900.19	61%

4TH QUARTER 2024 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2024 BUDGET	2024 BUDGET AMENDMENTS & 2023 CARRYOVERS	2024 REVISED BUDGET	YTD EXPENDITURES THROUGH 12/31/24	REMAINING BUDGET	% USED
25056700	REVOLVING LOAN FUND	-	-	-	-	-	0%
40057620	HHS BUILDING CAPITAL OUTLAY	44,000.00	-	44,000.00	15,106.56	28,893.44	34%
40057622	COURTHOUSE BUILDING CAPITAL OUTLAY	311,000.00	-	311,000.00	279,813.63	31,186.37	90%
40057624	COUNTY FARM CAPITAL OUTLAY	63,000.00	-	63,000.00	34,111.04	28,888.96	54%
73051980	SELF-INSURED WORKERS COMP FUND	-	-	-	214,909.44	(214,909.44)	100%
***NOTE: Organization Code 10051120 - Executive - General Government includes an accounting adjustment for \$842,213.32. This is a new accounting requirement for GASB 101 - Compensated Absences which requires the county to account for paid time off liability for MTO and sick time. This entry accounts for all departments which operate under the General Fund.							

AGENDA ITEM COVER SHEET

Title: 1st Quarter 2025 Financial Report for General Government Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

First quarter 2025 financial report with a comparison of budget to actual year-to-date for the departments that report to the General Government Committee.

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

1st Quarter Financial Statements

FISCAL IMPACT:

Financial update of the 2025 budgetary balances as of 3/31/25

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Jamie Gould

DEPT: Finance Department

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

1ST QUARTER 2025 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	YTD REVENUES THROUGH 3/31/25	REMAINING BUDGET	% USED
10051110	COUNTY BOARD	-	-	-	-	-	0%
10051120	EXECUTIVE - GENERAL GOVERNMENT	-	-	-	-	-	0%
10051130	FIRE SUPPRESSION	-	-	-	-	-	0%
COUNTY CLERK							
10051420	COUNTY CLERK	(10,500.00)	-	(10,500.00)	(3,941.66)	(6,558.34)	38%
10051421	COUNTY CLERK - ELECTIONS	-	-	-	-	-	0%
	TOTAL COUNTY CLERK	(10,500.00)	-	(10,500.00)	(3,941.66)	(6,558.34)	38%
10051431	EMPLOYEE RELATIONS	-	-	-	(308.75)	308.75	100%
INFORMATION TECHNOLOGY							
10051450	INFORMATION TECHNOLOGY	-	-	-	-	-	0%
10051451	EMPLOYEE RELATIONS COMPUTER	-	-	-	-	-	0%
10051452	AIRPORT COMPUTER	-	-	-	-	-	0%
10051453	FINANCE COMPUTER	-	-	-	-	-	0%
10051454	COUNTY ADMINISTRATOR COMPUTER	-	-	-	-	-	0%
10051455	TREASURER COMPUTER	-	-	-	-	-	0%
10051456	COUNTY CLERK COMPUTER	-	-	-	-	-	0%
10051457	TELEPHONE & VIDEO LINE	-	-	-	-	-	0%
10051458	CHILD SUPPORT COMPUTER	-	-	-	-	-	0%
10051459	REGISTER OF DEEDS COMPUTER	-	-	-	-	-	0%
10051460	SHERIFF COMPUTER	-	-	-	-	-	0%
10051461	HEALTH DEPARTMENT COMPUTER	-	-	-	-	-	0%
10051462	DSS COMPUTER	-	-	-	-	-	0%
10051463	VETERAN SERVICE COMPUTER	-	-	-	-	-	0%
10051464	HIGHWAY DEPT COMPUTER	-	-	-	-	-	0%
10051465	PLANNING & DEVELOPMENT COMPUTER	-	-	-	-	-	0%
10051466	EMERGENCY MANAGEMENT COMPUTER	-	-	-	-	-	0%
10051468	LAND CONSERVATION COMPUTER	-	-	-	-	-	0%
10051469	ADRC COMPUTER	-	-	-	-	-	0%
10051471	COUNTY BOARD COMPUTER	-	-	-	-	-	0%
10051472	CORONER COMPUTER	-	-	-	-	-	0%

1ST QUARTER 2025 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	YTD REVENUES THROUGH 3/31/25	REMAINING BUDGET	% USED
	TOTAL INFORMATION TECHNOLOGY	-	-	-	-	-	100
TREASURY							
10051520	TREASURY	(10,409,511.00)	-	(10,409,511.00)	(6,305,274.89)	(4,104,236.11)	61%
10051521	ASSESSMENT OF PROPERTY	-	-	-	-	-	0%
10051522	TAX DEEDS	-	-	-	-	-	0%
	TOTAL TREASURY	(10,409,511.00)	-	(10,409,511.00)	(6,305,274.89)	(4,104,236.11)	61%
FACILITIES & GROUNDS							
10051600	FACILITIES & GROUNDS	-	-	-	-	-	0%
10051602	FACILITIES & GROUNDS - COURTHOUSE	-	-	-	-	-	0%
10051603	FACILITIES & GROUNDS - HHS	(8,640.00)	-	(8,640.00)	(3,460.00)	(5,180.00)	40%
10051606	FACILITIES & GROUNDS - LEC	(13,641.00)	-	(13,641.00)	(2,273.50)	(11,367.50)	17%
	TOTAL FACILITIES & GROUNDS	(22,281.00)	-	(22,281.00)	(5,733.50)	(16,547.50)	26%
COUNTY FARM							
10051620	COUNTY FARM	(113,804.00)	-	(113,804.00)	-	(113,804.00)	0%
10051621	FISH AND GAME GRANT	(4,000.00)	-	(4,000.00)	-	(4,000.00)	0%
	TOTAL COUNTY FARM	(117,804.00)	-	(117,804.00)	-	(117,804.00)	0%
10051710	REGISTER OF DEEDS	(220,000.00)	-	(220,000.00)	(75,106.20)	(144,893.80)	34%
10051950	COUNTY INSURANCE	-	-	-	(123,131.57)	123,131.57	100%
10055110	PUBLIC LIBRARIES	-	-	-	-	-	0%
10055120	HISTORICAL SOCIETY	-	-	-	-	-	0%
10055460	FAIRS	-	-	-	-	-	0%
10056160	SNOWMOBILE/ATV	(45,000.00)	-	(45,000.00)	(19,831.25)	(25,168.75)	44%
10056710	ECONOMIC DEVELOPMENT	-	-	-	-	-	0%
25056700	REVOLVING LOAN FUND	-	-	-	(1,000.00)	1,000.00	100%

1ST QUARTER 2025 REVENUES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	YTD REVENUES THROUGH 3/31/25	REMAINING BUDGET	% USED
40057620	HHS BUILDING CAPITAL OUTLAY	-	-	-	-	-	0%
40057622	COURTHOUSE BUILDING CAPITAL OUTLAY	-	-	-	-	-	0%
40057624	COUNTY FARM CAPITAL OUTLAY	-	-	-	-	-	0%
73051980	SELF-INSURED WORKERS COMP FUND	-	-	-	(68,170.59)	68,170.59	100%

1ST QUARTER 2025 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS & 2024 CARRYOVERS	2025 REVISED BUDGET	YTD EXPENDITURES THROUGH 3/31/25	REMAINING BUDGET	% USED
10051110	COUNTY BOARD	105,642.00	-	105,642.00	6,082.29	99,559.71	6%
10051120	EXECUTIVE - GENERAL GOVERNMENT	115,838.00	-	115,838.00	-	115,838.00	0%
10051130	FIRE SUPPRESSION	2,000.00	-	2,000.00	-	2,000.00	0%
COUNTY CLERK							
10051420	COUNTY CLERK	165,610.00	-	165,610.00	46,164.64	119,445.36	28%
10051421	COUNTY CLERK - ELECTIONS	102,600.00	-	102,600.00	38,470.13	64,129.87	37%
	TOTAL COUNTY CLERK	268,210.00	-	268,210.00	84,634.77	183,575.23	32%
10051431	EMPLOYEE RELATIONS	178,362.00	-	178,362.00	39,503.36	138,858.64	22%
INFORMATION TECHNOLOGY							
10051450	INFORMATION TECHNOLOGY	488,331.00	-	488,331.00	220,647.93	267,683.07	45%
10051451	EMPLOYEE RELATIONS COMPUTER	300.00	-	300.00	-	300.00	0%
10051452	AIRPORT COMPUTER	300.00	-	300.00	-	300.00	0%
10051453	FINANCE COMPUTER	70,900.00	-	70,900.00	4,731.56	66,168.44	7%
10051454	COUNTY ADMINISTRATOR COMPUTER	300.00	-	300.00	-	300.00	0%
10051455	TREASURER COMPUTER	28,600.00	-	28,600.00	24,220.00	4,380.00	85%
10051456	COUNTY CLERK COMPUTER	600.00	-	600.00	-	600.00	0%
10051457	TELEPHONE & VIDEO LINE	68,000.00	-	68,000.00	11,339.93	56,660.07	17%
10051458	CHILD SUPPORT COMPUTER	900.00	-	900.00	-	900.00	0%
10051459	REGISTER OF DEEDS COMPUTER	900.00	-	900.00	-	900.00	0%
10051460	SHERIFF COMPUTER	93,000.00	-	93,000.00	5,520.00	87,480.00	6%
10051461	HEALTH DEPARTMENT COMPUTER	3,300.00	-	3,300.00	-	3,300.00	0%
10051462	DSS COMPUTER	7,000.00	-	7,000.00	-	7,000.00	0%
10051463	VETERAN SERVICE COMPUTER	300.00	-	300.00	-	300.00	0%
10051464	HIGHWAY DEPT COMPUTER	8,000.00	-	8,000.00	-	8,000.00	0%
10051465	PLANNING & DEVELOPMENT COMPUTER	900.00	-	900.00	-	900.00	0%
10051466	EMERGENCY MANAGEMENT COMPUTER	1,200.00	-	1,200.00	-	1,200.00	0%
10051468	LAND CONSERVATION COMPUTER	15,500.00	-	15,500.00	12,578.00	2,922.00	81%
10051469	ADRC COMPUTER	3,300.00	-	3,300.00	-	3,300.00	0%
10051471	COUNTY BOARD COMPUTER	6,300.00	-	6,300.00	5,512.34	787.66	87%

1ST QUARTER 2025 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS & 2024 CARRYOVERS	2025 REVISED BUDGET	YTD EXPENDITURES THROUGH 3/31/25	REMAINING BUDGET	% USED
10051472	CORONER COMPUTER	1,500.00	-	1,500.00	-	1,500.00	0%
	TOTAL INFORMATION TECHNOLOGY	799,431.00	-	799,431.00	284,549.76	514,881.24	36%
TREASURY							
10051520	TREASURY	217,643.00	-	217,643.00	48,735.55	168,907.45	22%
10051521	ASSESSMENT OF PROPERTY	-	-	-	-	-	0%
10051522	TAX DEEDS	25,000.00	-	25,000.00	-	25,000.00	0%
	TOTAL TREASURY	242,643.00	-	242,643.00	48,735.55	193,907.45	20%
FACILITIES & GROUNDS							
10051600	FACILITIES & GROUNDS	347,064.00	-	347,064.00	55,500.02	291,563.98	16%
10051602	FACILITIES & GROUNDS - COURTHOUSE	167,500.00	-	167,500.00	43,037.80	124,462.20	26%
10051603	FACILITIES & GROUNDS - HHS	117,000.00	-	117,000.00	45,181.14	71,818.86	39%
10051606	FACILITIES & GROUNDS - LEC	114,000.00	-	114,000.00	31,445.23	82,554.77	28%
	TOTAL FACILITIES & GROUNDS	745,564.00	-	745,564.00	175,164.19	570,399.81	23%
COUNTY FARM							
10051620	COUNTY FARM	8,200.00	-	8,200.00	747.17	7,452.83	9%
10051621	FISH AND GAME GRANT	4,000.00	-	4,000.00	-	4,000.00	0%
	TOTAL COUNTY FARM	12,200.00	-	12,200.00	747.17	11,452.83	6%
10051710	REGISTER OF DEEDS	202,351.00	13,330.09	215,681.09	45,915.81	169,765.28	21%
10051950	COUNTY INSURANCE	350,000.00	-	350,000.00	117,808.93	232,191.07	34%
10055110	PUBLIC LIBRARIES	406,641.00	1,346.76	407,987.76	408,045.30	(57.54)	100%
10055120	HISTORICAL SOCIETY	5,000.00	-	5,000.00	-	5,000.00	0%
10055460	FAIRS	15,000.00	-	15,000.00	-	15,000.00	0%
10056160	SNOWMOBILE/ATV	45,000.00	-	45,000.00	96,235.71	(51,235.71)	214%
10056710	ECONOMIC DEVELOPMENT	94,146.00	-	94,146.00	45,377.19	48,768.81	48%

1ST QUARTER 2025 EXPENDITURES FOR GENERAL GOVERNMENT COMMITTEE

ORGANIZATION CODE	ACCOUNT DESCRIPTION	2025 BUDGET	2025 BUDGET AMENDMENTS & 2024 CARRYOVERS	2025 REVISED BUDGET	YTD EXPENDITURES THROUGH 3/31/25	REMAINING BUDGET	% USED
25056700	REVOLVING LOAN FUND	-	-	-	-	-	0%
40057620	HHS BUILDING CAPITAL OUTLAY	65,000.00	-	65,000.00	3,530.89	61,469.11	5%
40057622	COURTHOUSE BUILDING CAPITAL OUTLAY	425,000.00	-	425,000.00	70,474.82	354,525.18	17%
40057624	COUNTY FARM CAPITAL OUTLAY	30,000.00	-	30,000.00	-	30,000.00	0%
73051980	SELF-INSURED WORKERS COMP FUND	-	-	-	183,786.14	(183,786.14)	100%

AGENDA ITEM COVER SHEET

Title: Consider Revisions to Policy 401 Section 5.4 Performance Evaluations and Pay for Performance

☐ Original

☒ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

A group of Department Heads worked together to revamp the Performance Evaluation form and updated Policy 401 Section 5.4 and 5.4a Strong Performer.

A couple of things to note: we changed the wording of the ratings - Does Not Meets is being recommended to "Performance Gaps Identified", Meets Expectations is being recommended to "Strong Performer" and Exceeds Expectations is being recommend to "Distinguished Honors".

The evaluation form was also revised to recommend removing core competency "Goals" as a rating factor and focusing the evaluation form on more communication of what worked well and what are the areas for growth including overall sections of Year in Review and Year Ahead sections. In the Year Ahead section, we do ask for goals, but not to be incorporated into the rating.

Originally, the group was recommending that the Pay for Performance is eliminated from the evaluation process and implement a similar model (Star Performer Program) that is more streamlined for budget and time frame. After last month's (July) General Government meeting, the group has kept the pay for performance as an option to consider moving forward with and/or review the Star Performer Program with recommending having one of these in the process.

Last month, longevity was discussed as well - so we did add some longevity into the pay structure and policy. Adding Steps 7 and 8 - and employees moving to the respective steps once they have had three years of consecutive "Strong Performer" reviews.

RECOMMENDATIONS (IF ANY):

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

401 Policy Section 5.4 Performance Evaluations and Pay for Performance
401 Policy Section 5.4a Strong Performer Program - New
Evaluation Form
Draft section of pay structure to show the longevity.

FISCAL IMPACT:

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 10 mins

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations Director

2/3 VOTE REQUIRED: ☐ Yes ☐ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

5.4 Performance Evaluation Reviews and Pay for Performance

Iowa County provides annual performance evaluations with all employees. Performance evaluations are designed to acknowledge employees' achievements and assist employees in improving their job performance.

Managers and Department Heads are responsible for conducting annual performance evaluations with employees whom they supervise.

Employee performance is evaluated annually on employee's date of hire. Management employees who were promoted into a management position prior to October 5, 2014 will use their status date instead of hire date. All employees are evaluated on the following core competencies:

- Attendance
- Job Knowledge
- Job Performance
- Communication and Customer Service
- Attitude, Professionalism, and Teamwork
- Safety and Following Policies and Procedures
- ~~Goal Setting~~

In addition to the above core competencies, management employees are evaluated on the following leadership core competencies:

- Coaching and Delegation
- Team Leadership and Facilitating Change
- Budget Management

Employees shall complete a self-evaluation and submit to their manager no more than a month prior, but at least two weeks before evaluation date. Failure to complete self-evaluation is reflected in performance review. Managers complete and review a separate performance evaluation with the employee. The manager submits the completed evaluation and status change form to Employee Relations before the end of the payroll week in which the evaluation date occurred. Employee Relations provides the status change form to Finance/Payroll.

Status change forms are not processed until Employee Relations receives the completed performance evaluation review.

Performance Factor Rating

Step Process (Minimum- Step 1 up to Control Point-Step 6):

Non-Management Employees:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 20 points to 28 points get a "Meets Expectations" rating, which includes a pay increase to the next step. Employees receiving a rating of 19 points or below get a "Does not Meet Expectation" rating, which provides no step increase. Employees receiving a rating of 29 points or more get an "Exceeds Expectation" rating, which results in a pay increase of two steps.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 19 points to 26.5 points receive an "Strong Performer" rating, which includes a pay increase to the next step. Employees receiving

a rating of 18.5 points or below receive a “Performance Gaps Identified” rating, which provides no step increase. Employees receiving a rating of 27 point or more receive a “Distinguished Honor” rating, which results in a pay increase of two steps.

Managers that do not have Budget responsibilities:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 26 points to 37 points get a “Meets Expectations” rating, which includes a pay increase to the next step. Employees receiving a rating of 25 points or below get a “Does not Meet Expectation” rating, which provides no step increase. Employees receiving a rating of 38 points or more get an “Exceeds Expectation” rating, which result in a pay increase of two steps.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 26 points to 36 points receive an “Strong Performer” rating, which includes a pay increase to the next step. Employees receiving a rating of 25.5 points or below receive a “Performance Gaps Identified” rating, which provides no step increase. Employees receiving a rating of 36.5 point or more receive a “Distinguished Honor” rating, which results in a pay increase of two steps.

Management Employees:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 28 points to 41 points get a “Meets Expectations” rating, which includes a pay increase to the next step. Employees receiving a rating of 27 points or below get a “Does not Meet Expectation” rating, which provides no step increase. Employees receiving a rating of 42 points or more get an “Exceeds Expectation” rating, which result in a pay increase of two steps.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 28 points to 39.5 points receive an “Strong Performer” rating, which includes a pay increase to the next step. Employees receiving a rating of 29 points or below receive a “Performance Gaps Identified” rating, which provides no step increase. Employees receiving a rating of 41 point or more receive a “Distinguished Honor” rating, which results in a pay increase of two steps.

All performance evaluations including management and non-management reviews that get an “Distinguished Honor” rating must be discussed and approved by the County Administrator before Manager goes over the review with the employee.

Pay for Performance (Control Point – Step 6 to Maximum):

Employees who receive a rating of “Distinguished Honor” are eligible for Pay for Performance. An “Distinguished Honor” rating is 27 points or more for non-management employees, 36.5 points for management employees with no budget responsibilities and 41 points or more for management employees.

Employees will receive a two (2%) performance bonus of the current base rate in a lump sum payment plus a two (2%) base wage increase. *

When an employee is on Step 5 and receives an “Exceeds Expectations”, employee will receive a one and a half (1.5%) performance bonus of current base rate in a lump sum payment plus a one (1%) base wage increase of Step 6. *

All pay including base wage and bonus payment cannot exceed the maximum step, unless approved by County Board. If an employee is near maximum, they will earn the base wage increase before the performance bonus pay.

All performance evaluations including management and non-management reviews that get an “Distinguished Honor” rating must be discussed and approved by the County Administrator before Manager goes over the review with the employee.

*Lump Sum payment is not added to the base wage and is a one time payment

Longevity (Step 7 and Step 8):

Longevity has been incorporated into the Iowa County pay structure. Once employees are at Step 6 (Control Point) and received three consecutive “Strong Performer” evaluation ratings, employee will move to Step 7 on the third consecutive “Strong Performer” evaluation rating.

Step 8 will be received once an employee has had three consecutive “Strong Performer” evaluations ratings, employee will then move to Step on the third consecutive “Strong Performer” evaluation rating.

Market Adjustments:

Every year, the County Board will review recommendations from the Employee Relations Director on shifts in the market. County Board will decide if the Iowa County Pay Structure needs to be adjusted based on the market.

If County Board adopts a market adjustment:

Employees within Step 1 – Step 6 will receive the new market adjustment to the Step they are currently being paid at.

Employees in the Pay for Performance section of the Pay Structure will remain at the current rate of pay. Instances where an employees received a Distinguished Honor review within the last fiscal year January – December and the market adjusts, exceeds expectations review employees will receive half of the market adjustment rate added to employee’s base rate of pay.

Competency Ratings

After completing and going over the evaluation with employee; Managers will provide a rating to each of the Core Competencies on a scale of 1-5 (half increments can be used). This form will be submitted to the Employee Relations Office.

Rating Factor Scale Definitions:

1: Needs Improvement – Performance does not yet meet expectations and requires significant development. Additional effort, guidance, and support are necessary to improve skills and effectiveness.

2: Progressing – Demonstrates growth and effort but has not yet fully met expectations. Shows improvement and developing capabilities, but further refinement is needed to reach higher levels of competence.

3: Satisfactory – Meets basic expectations and performs at an acceptable level. Completes tasks adequately with some room for improvement, but overall performance is reliable and consistent.

4: Proficient – Exceeds basic expectations with a strong grasp of required skills and responsibilities. Demonstrates confidence, efficiency, and a high level of competence in performance.

5: Exceptional – Consistently exceeds expectations with outstanding performance. Demonstrates mastery, leadership, and innovation in tasks, serving as a model of excellence in their role.

Overall Core Competency Ratings:

Attendance _____/5
Safety and Following Policies and Procedures _____/5
Job Knowledge: _____/5
Job Performance _____/5
Communication and Customer Service: _____/5
Attitude, Professionalism, Teamwork _____/5

Management Competency Ratings:

Coaching and Delegation _____/5
Team Leadership and Facilitating Change _____/5
Budget _____/5

Total Core Competency Rating: _____



Iowa County

Employee Performance Evaluation

Employee Name: _____

Position: _____

MISSION SECTION: "This mission of Iowa County is to protect and promote the health, safety, and economic well-being of it's residents and the environment in a fiscally responsible manner."

Does the employee know and understand the important role they have in the County's Mission? Yes _____ No _____

INSTRUCTIONS

Managers: Complete each competency with comments and examples on performance throughout the employee's evaluation year. The General Employee Competencies are areas where you and the employee shall have conversation regarding employee's performance.

TOPIC TO DISCUSS TOGETHER with Employee

What are you expectations of work?
What materials and equipment do you need to do your job?
How do you like to be recognized?
What are opportunities you would like to learn and grow in?
How do you feel your progress of work has been in the last year?
What motivates you to do your best at work every day?
How can you incorporate creativity/innovation into your job?

General Employee Competencies

Competency	Comments/Examples
Attendance: The ability to consistently report to work on time and be present for scheduled shifts or tasks. This reflects an employee's reliability and commitment to their job responsibilities. ➤ <i>Punctuality, consistency, reliability, adherence to work schedules, timely notifications to work schedules, preparation for scheduled absences, adherence to leave policies, attendance records, impact on team and workflow, unscheduled absences, flexibility adjustments and compliance.</i>	What is working well: Areas for growth:
Safety & Following Policies and Procedures: The ability to adhere to workplace safety protocols, regulations and County policies and procedures. ➤ <i>Following safety protocols, compliance with policies and procedures, hazard and risk identification, emergency preparedness, accident reporting, equipment safety and workplace cleanliness.</i>	What is working well: Areas for growth:

Job Knowledge: The expertise and understanding an employee possess regarding the tasks, duties, tools and processes needed to perform their role effectively. This includes familiarity with job specific technical knowledge and the ability to apply it in practical situations. ➤ <i>Understanding of job functions, technical expertise, knowledge of industry standards, problem solving and critical thinking, product and service knowledge, training and development awareness, training and mentor others, regulatory and compliance knowledge, operational knowledge and strategic knowledge.</i>	What is working well: Areas for growth:
Job Performance: The quality and efficiency which an employee completes assigned tasks and duties. It includes the quality of productivity, accuracy and overall contribution to the organization's objective and position responsibilities and functions. ➤ Quality of work, productivity, efficiency, consistency, meeting deadlines, adaptability, initiative, creativity, problem solving and critical thinking, collaboration, technical proficiency, time management and integrity.	What is working well: Areas for growth:
Communication & Customer Service: The ability to effectively convey information, ideas and instructions to others in writing and verbally along with listening to customers, understanding their needs and providing effective solutions. ➤ <i>Active listening, clear and concise communication, empathy and emotional intelligence, patience, professional tone etiquette, adaptability in communication, responsiveness, knowledgeable customer service, customer interaction, problem solving and de-escalation and relationship building.</i>	What is working well: Areas for growth:
Attitude, Professionalism & Teamwork: An employee's approach to work and demeanor includes enthusiasm, positivity and willingness to engage. The way an employee conducts themselves in the workplace demonstrates respect, integrity and ethical behavior. ➤ Positive attitude, work ethics, adaptability, accountability, integrity, professional appearance and demeanor, respect for diversity, conflict resolution, collaboration and cooperation, workplace disposition, and respect.	What is working well: Areas for growth:

Coaching & Delegation <i>(Management Employees)</i> The ability to guide and support individuals in developing their skills and achieving their potential while effectively assigning tasks and responsibilities. ➤ <i>Active listening, providing constructive feedback, guidance and support, building confidence, development planning, empowering team members, monitoring and accountability, encouraging independence and task assignment.</i>	What is working well: Areas for growth:
Team Leadership & Facilitating Change: <i>(Management Employees)</i> The ability to guide and inspire a group toward achieving goals and performance. ➤ <i>Vision and goal setting, motivation and inspiration, decision-making and problem solving, building trust and relationships, conflict resolution, adaptability and flexibility, engaging stakeholders, strategic planning and execution, monitoring and feedback, advocacy and fostering collaboration and change.</i>	What is working well: Areas for growth:
Budget: <i>(Management Employees)</i> The ability to effectively plan, manage and monitor financial resources to achieve County objectives. ➤ <i>Creating accurate and realistic budgets, allocating resources efficiently, ensuring compliance, monitoring and maintaining accountability.</i>	What is working well: Areas for growth:
YEAR IN REVIEW Describe what employee’s level of engagement is with Iowa County? How do you feel about the working relationship between us (employee and manager)? Comments on the year in review:	
YEAR AHEAD Comments on the year ahead: List as least <u>one</u> S.M.A.R.T goals for accomplishment/improvement/development. (S – Specific, M – Measurable, A – Assignable, R – Realistic, T – Time based)	

Performance Factor Rating Definitions

☐ **Performance Gaps Identified:** The recognition of opportunities to enhance performance by comparing current results with desired goals or standards. These gaps highlight areas for growth, improvement, or optimization, serving as a roadmap to achieve greater success. By identifying performance gaps, it will help refine where action is needed to enhance quality and efficiency and build on strengths to reach higher levels of excellence.

☐ **Strong Performer:** The recognition of high standards and culture of excellence within a team, organization or environment. Produces high levels of achievement, skill, dedication and reflects a positive environment where strong results are the norm, fostering a culture of growth, shared success and continuous improvement.

☐ **Distinguished Honor:** The recognition of performance that is consistently exceptional and far exceeds all expectations. Contributions set a standard for excellence, significantly advance team, organizational goals and inspire or guide others. Consistently delivers high-quality results, takes initiative beyond their responsibilities and are recognized as a key contributor to success.

REQUIRED SIGNATURES:

Employee: _____

Date: _____

Direct Manager: _____

Date: _____

Department Head: _____

Date: _____

5.4a Star Performer Program

Iowa County offers an opportunity for Department Heads to recognize individual staff members who have been “Star Performers” during the last December to November period. The Star Performer Program is fiscal recognition of the employees who have demonstrated exemplary performance, innovation, work ethic, and dedication. The number of employees eligible to be identified as Star Performers must be limited to no more than 10% of the total Full Time Equivalent (FTE) employees authorized by the current year operating budget. [163 FTE ≤ 16 Star Performers]

Annually prior to the last workday in November, Department Heads may submit their recommendations for their subordinate staff to the County Administrator in a sealed envelope. The recommendation must be submitted on the nomination form and be signed by the employees Supervisor and Department Head.

The County Administrator shall compile the recommendations from Department Heads and consult with the Employee Relations Director to: 1) ensure that none of the employees recommended have had written warnings or disciplinary actions added to their personnel files in the past two years, and 2) that no employee considered for recognition as a Star Performer has an employee evaluation filed in the past 365 days that identifies that performance gaps are occurring. Any employee that has either #1 or #2 must be removed from the list of candidates for the Star Performer Program.

Once said list of nominated employees is assembled, the County Administrator shall develop a matrix and rank the nominations. After the matrix is completed, the County Administrator shall provide directions to the Employee Relations Department to add \$2,000 to each of the Star Performers’ compensation in the next completed payroll. The matrix and rankings shall be filed in the Employee Relations Department as a confidential document.

The County Administrator is encouraged to evaluate staff based solely on the nominations and not utilize factors that he/she may be aware of but remain unmentioned on the nomination form. The County Administrator may also include up to 10% of department head positions but may not nominate more than 10%. [22 Department Heads ≤ 2 Star Performer Nominations]

DRAFT

Iowa County Pay Plan Structure

Pay Plan was Adopted by County Board on April 18, 2023 with an implementation date of February 25, 2023

3.5% Market Adjustment adopted by County Board on October 17, 2023 with an implementation date of January 1, 2024

3.0% Market Adjustment adopted by County Board on September 17, 2024 with an implementation date of January 1, 2025

			Pay for Performance										
			Control Point										
Grade	Job Title	Department	FLSA	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Max.	
K	PUBLIC HEALTH NURSE	PUBLIC HEALTH	EXEMPT	87.5%	90%	92.5%	95%	97.5%	100%	103%	106%	120%	
	SOCIAL WORKER LEAD	SOCIAL SERVICES	NON-EXEMPT	\$33.00	\$33.95	\$34.89	\$35.83	\$36.78	\$37.72	\$38.85	\$39.98	\$45.26	
	SHOP OPERATIONS LEAD	HIGHWAY	NON-EXEMPT										
	EMERGENCY MANAGEMENT SPECIALIST	SHERIFF'S OFFICE	NON-EXEMPT										
J	REGISTER IN PROBATE/JUDICIAL ASSISTANT	CIRCUIT COURT	EXEMPT	\$30.46	\$31.33	\$32.20	\$33.07	\$33.94	\$34.81	\$35.86	\$36.90	\$41.78	
	VETERAN SERVICE OFFICER	VETERANS SERVICES	NON-EXEMPT										
	SOCIAL WORKER	SOCIAL SERVICES	NON-EXEMPT										
	MECHANIC	HIGHWAY DEPT.	NON-EXEMPT										
	GIS COORDINATOR	PLANNING AND DEVELOPMENT	NON-EXEMPT										
	CREW LEAD	HIGHWAY DEPT.	NON-EXEMPT										
	COMMUNITY COORDINATOR/EDUCATOR	PUBLIC HEALTH	NON-EXEMPT										
	ADRC SPECIALIST LEAD	SOCIAL SERVICES	NON-EXEMPT										
I	SANTARIAN/ASSISTANT ZONING ADMINISTRATOR	PLANNING AND DEVELOPMENT	NON-EXEMPT	\$27.94	\$28.74	\$29.54	\$30.33	\$31.13	\$31.93	\$32.89	\$33.85	\$38.32	
	IT TECHNICAL SUPPORT SPECIALIST	INFORMATION TECHNOLOGY	NON-EXEMPT										
	GIS ENGINEERING TECHNICIAN	HIGHWAY	NON-EXEMPT										
	EQUIPMENT OPERATOR	HIGHWAY	NON-EXEMPT										
	DRUG TREATMENT COORDINATOR	DISTRICT ATTORNEY	NON-EXEMPT										
	CONSERVATION TECHNICIAN	LAND CONSERVATION	NON-EXEMPT										
	CONSERVATION SPECIALIST	LAND CONSERVATION	NON-EXEMPT										
	BENEFIT SPECIALIST	SOCIAL SERVICES	NON-EXEMPT										
	ADRC SPECIALIST	SOCIAL SERVICES	NON-EXEMPT										
H	VICTIM WITNESS COORDINATOR	DISTRICT ATTORNEY	NON-EXEMPT	\$25.40	\$26.12	\$26.85	\$27.57	\$28.30	\$29.03	\$29.90	\$30.77	\$34.83	
	SECTION MAINTENANCE PATROL	HIGHWAY	NON-EXEMPT										
	LEGAL SECRETARY	DISTRICT ATTORNEY	NON-EXEMPT										
	FINANCE AND PAYROLL SPECIALIST	FINANCE	NON-EXEMPT										
	FACILITIES MAINTENANCE COORDINATOR	FACILITIES AND GROUNDS	NON-EXEMPT										
	ECONOMIC SUPPORT SPECIALIST LEAD	SOCIAL SERVICES	NON-EXEMPT										
	DISPATCHER	SHERIFF'S OFFICE	NON-EXEMPT										
	DEPUTY TREASURER/TAX DESCRIPTION SPECIAL	COUNTY TREASURER	NON-EXEMPT										
	REGISTER OF DEED	REGISTER OF DEEDS	NON-EXEMPT										
	DEPUTY COUNTY CLERK	COUNTY CLERK	NON-EXEMPT										
	DEPUTY CLERK OF COURT	CLERK OF CIRCUIT COURT	NON-EXEMPT										
	CHILD SUPPORT SPECIALIST	CHILD SUPPORT	NON-EXEMPT										
	AUXILIARY MAINTENANCE PATROL	HIGHWAY	NON-EXEMPT										

AGENDA ITEM COVER SHEET

Title:Discussions on 2026 Wage Structure Adjustments

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

With having a Pay Strucutre - it is important to maintain the structure to make sure accurate compensation is being provided.

Each year Cottingham and Butler Total Rewards Consulting, formerly known as Carlson Dettmann Consulting does a Upper Midwest Market Survey to gauge what private sector employers and public sector employers are projecting up the upcoming year. At this time, the Survey has not been received.

RECOMMENDATIONS (IF ANY):

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

FISCAL IMPACT:

Estimated at \$300,000

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed?

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

AGENDA ITEM COVER SHEET

Title: 2026 Health Insurance Discussion

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

2026 Health Insurance Discussions and Presentation:

Iowa County currently is on the State Plan: Local Deductible Plan (\$500 single/\$1000 family) without Dental. ETF offers four program options:

-Traditional Plan

-Local Deductible (\$500 single/\$1000 family) **CURRENT PROGRAM

-Local Health Plan (\$250 single/\$500 family Deductible, Co-pay and Co-insurance)

-Local High Deductible Plan (\$1,650 single/\$3,300 family Deductible, Co-pays and Co-insurance)

All four plans have the option to include dental insurance or without dental.

Health Insurance Discussions:

1. Continue with the ETF State Plan - looking at health options and contribution percentage (Low Deductible and High Deductible with HSA)

2. Discuss having our own fully insurance

3. Discuss a self-funded Iowa County Health Insurance

4. Discuss an Opt-Out-Incentive Health options.

Employee Relations is still reviewing all cost options at this time.

Iowa does need to report any changes to ETF by October 1.

It's Your Choice Open Enrollment period is from October 6 - October 31. It is crucial to have rates set before Open Enrollment so employees are aware and can make an informed decisions during IYC Open Enrollment.

RECOMMENDATIONS (IF ANY):

Discuss

ANY ATTACHMENTS? (Only 1 copy is needed)

☐ Yes

☒ No

If yes, please list below:

FISCAL IMPACT:

LEGAL REVIEW PERFORMED:

☐ Yes

☐ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 15 minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No



Iowa County Employee Relations

222 N Iowa Street - Dodgeville, WI 53533 - 608.935.0374 – Fax: 608.935.0325

Allison.leitzinger@iowacounty.org

TO: General Government Committee
FROM: Allison Leitzinger, Employee Relations Director
DATE: July 31, 2025
RE: Employment Activity Report

Outlined below is the employment activity:

- Social Worker – ongoing recruitment
- ADRC Meal Site Coordinator (Arena) – Interviews held July 30.
- Deputy Clerk of Court – Internal hiring starting August 14.
- Nutrient Management and Conservation Internship – Interview held July 25.
- Sheriff's Office Cook – New hire started July 28.
- Benefit Specialist – Interviews held July 30.
- Sheriff's Office Correctional Officer – 4 candidates in Sheriff's Office background.
- Lead Social Worker – First review scheduled for Monday, July 28, 2025
- Dispatcher – First review July 23, 2025