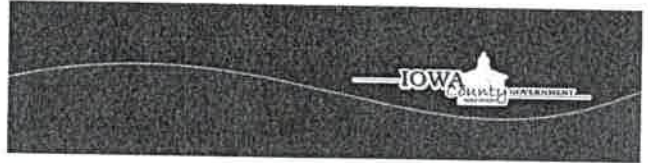


## EMPLOYEE RELATIONS

The Courthouse  
222 North Iowa Street  
Dodgeville, WI 53533-1564

Phone: (608) 935-0374  
Fax: (608) 935-0325  
[allison.leitzinger@iowacounty.org](mailto:allison.leitzinger@iowacounty.org)



[www.iowacounty.org](http://www.iowacounty.org)

TO: General Government Committee  
FROM: Allison Leitzinger, Employee Relations Director  
DATE: March 2, 2017  
RE: Employment Activity Report

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Outlined below is the employment activity for March 2017:

- IT Technical Support Specialist – First review scheduled for March 29.
- Legal Secretary – First review scheduled for March 6.
- County Conservationist – First review scheduled for March 10.
- HWY LTE – First review scheduled for March 20.
- Economic Support Specialist – New hire started March 2.
- 4-H Internship – Interviews held on March 2.
- Sheriff's Officer Dispatcher/Correctional Officer (2 positions) – 2<sup>nd</sup> new hire starts March 13.
- Sheriff's Office Patrol Deputy – Tentative written exam to be administered the week of March 13.
- Bloomfield Healthcare Department Assistant – Interviews held.
- Bloomfield Healthcare Certified Nursing Assistants – New hire started on February 27, interview scheduled for March 8 – ongoing recruitment.
- Bloomfield Healthcare Registered Nurse/LPN – 2 interviews scheduled for March 8 – ongoing recruitment.
- Bloomfield Healthcare Employee Relations Assistant – First review scheduled for March 7.
- Bloomfield Healthcare Nurse Manager – Interviews scheduled for March 8.

# AGENDA ITEM COVER SHEET

 **Title:** Employee Whole Life Insurance Plan

☒ Original

☐ Update

## TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

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

Wisconsin Counties Association offers a Whole Life Insurance Plan through Boston Mutual Life Insurance. This allows employees to purchase whole life insurance for themselves, spouses, children and grandchildren. Whole life insurance offers a guaranteed cash value. During initial enrollment, employees are guaranteed insurance despite past or present health problem.

Currently Iowa County offers a term based Life Insurance Policy through Securian Financial Group which is administered by Employee Trust Funds.

Iowa County would continue to offer the term based Life Insurance Policy.

### RECOMMENDATIONS (IF ANY):

Adopt resolution allowing Whole Life Insurance Plan to Iowa County employees

### ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Resolution

LOP - Employee Life Option Plus Information Sheet

### FISCAL IMPACT:

NA - 100% Employee paid benefit plan

### LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

### PUBLICATION REQUIRED:

☐ Yes

☒ No

### STAFF PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 10 minutes

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:

RESOLUTION NO. \_\_\_\_\_

TO THE HONORABLE IOWA COUNTY BOARD OF SUPERVISORS:

**WHEREAS**, the Iowa County General Government Committee has evaluated the Voluntary Benefit of an Employee Whole Life Insurance through Boston Mutual Life Insurance Company which is offered through Wisconsin Counties Association; and

**WHEREAS**, the County currently offers term Life Insurance through Securian Financial Group which is administered through Employee Trust Funds; and

**WHEREAS**, there is no direct financial cost to the County by providing this Whole Life Insurance plan, with the exception of administrative time required to support this benefit program.

**NOW THEREFORE, BE IT RESOLVED**, the Committee recommends effective April 1, 2017 that employee are authorized to enroll in the County's Voluntary Whole Life Insurance Plan at the appropriate open enrollment date.

Respectfully submitted by the Iowa County General Government Committee:

Dated this 9<sup>th</sup> day of March, 2017.



# ELOP

EMPLOYEE
LIFE
OPTION <i>PLUS</i>

## BOSTON MUTUAL LIFE INSURANCE

### Interest Sensitive Life

The ELOP Program, administered by Boston Mutual Life Insurance Company, is offered via payroll deduction and does not duplicate or replace any of your present benefits.

ELOP is available to all benefits eligible employees, their spouse\*, dependent children (15 days up to & including age 25 to apply) and grandchildren (15 days up to & including age 15 to apply).

#### The ELOP Plan offers these advantages to you:

**Guaranteed Rates** Premiums are guaranteed never to increase.

**Guaranteed Benefits** Face amount, Cash Values and Paid Up benefits will never decrease.

**Flexibility** You can cover a family member without covering yourself.

**No Physical Exams\*** Neither you nor eligible family members can be turned down for certain guaranteed amounts due to past or present health problems.

**Current Interest Rates** Cash Values within ELOP are currently earning 4.25% on a tax-deferred basis.

**Portability** Should you retire or terminate your employment, you can continue ELOP with **NO INCREASE IN PREMIUMS** and **NO DECREASE IN BENEFITS**.

**Guarantee Issue Limits** Guarantee issue amounts available for employees, dependent children and grandchildren up to plan limits.

**Riders offered** Accidental Death, \*\*Catastrophic Loss, Children's Term, Payor Waiver of Premium, and Term to 65

**\*Spouse Modified Issue** Spouse subject to one qualifying question.

During the past six months, if your Spouse has been seen or treated, including testing, in a hospital or any other medical facility, excluding physicians' offices for routine medical care, he/she will be subject to medical underwriting and home office approval before coverage can become effective on the spouse.



Canton, MA

Original Pay Plan Matrix was Adopted by County Board on September 16, 2014 with an implementation date of October 5, 2014

1.5% Market Adjustment adopted by County Board on October 20, 2015 with an implementation date of January 1, 2016

2.25% Market Adjustment adopted by County Board on November 15, 2016 with an implementation date of January 1, 2017

501 & 502

# AGENDA ITEM COVER SHEET

**Title:** Structure Grant Program

☒ Original

☐ Update

## TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

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

As part of the 2017 budget, Iowa County changed how they would be participating in Economic Development. The County has decided to offer grants to communities within the County in an effort to encourage communities to take a greater role in pursuing economic development efforts.

### RECOMMENDATIONS (IF ANY):

The Revolving Loan Fund Committee is recommending approval of the attached documents and program.

### ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Attached are draft documents for the General Government Committee to review and consider. The first attachment is a draft grant application form of one page. This was purposely kept very simple and asks only the most basic of questions. Second is a letter that the County Administrator anticipates sending to cities and villages encouraging them and notifying them of the first monthly meeting scheduled.

### FISCAL IMPACT:

The fiscal impact has been planned and budgeted for in the 2017 budget. It is anticipated that just over \$50,000 will be available to issue in structure grants to communities. The number and amount of grants shall be up to the Revolving Loan Fund Committee; however will not exceed \$10,000 each. It is anticipated that this program would be on a first come first serve basis beginning when the County Board adopts the program and ending when funding runs out. If successful, I anticipate a similar program in 2018.

### LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

### PUBLICATION REQUIRED:

☐ Yes

☒ No

### STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? \_\_\_\_\_

**COMPLETED BY:** Larry Bierke

**DEPT:** County Administrator

### **2/3 VOTE REQUIRED:**

☐ Yes

☒ No

## TO BE COMPLETED BY COMMITTEE CHAIR

**MEETING DATE:**

**AGENDA ITEM #**

### COMMITTEE ACTION:

### Economic Development Structure Grant

As part of Iowa County's strategic planning, a greater County-wide effort is being made in the arena of Economic Development. Iowa County recognizes that our government's ability to provide public services in the future will depend heavily on growing our tax base. Iowa County is asking to serve as a partner in community economic development efforts and this grant will help facilitate that in two separate ways:

1. The County Board has decided that in order to partner with Cities and Villages, they have made certain funds available to help fund economic development initiatives in Iowa County. The funds are to be used to reimburse up to 90% of the cost of hiring a grant writer; who shall be pursuing funds that will further economic development in an Iowa County City or Village. Maximum award for each grant is \$10,000.
2. Applicants must send a representative to the "Iowa County Economic Development" monthly meetings. This group will discuss ways of encouraging further economic growth across the County.

To Apply:

- a. Fill out the attached short application form.
- b. Applicants must present their "use of funds" to the Iowa County Revolving Loan Fund Committee and answer questions about the proposed project prior to their approval.
- c. The applicant, should they be successful in the project they received a Structure Grant for, must attend a County Board meeting and explain how the Structure Grant they received helped their Economic Development efforts.

It is our hope to make this a simple process, distribute all of the Structure Grant dollars available and to see new economic development capacity and tax base as a result. Please let us know if we can make this process any easier for you.

Thank you,

Larry Bierke  
Iowa County Administrator

Supervisor Carol Anderson  
Revolving Loan Fund Committee Chair



## Structure Grant Application

City/Village of \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

Grant Writer Cost: \$ \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Structure Grant Request: \$ \_\_\_\_\_

\_\_\_\_\_

1. This Structure Grant will be used to hire a grant writer to apply for a \_\_\_\_\_ grant, which has an application deadline of \_\_\_\_\_.
2. The Grant Writer completing the application for the grant described in #1 above will be:

\_\_\_\_\_

Name

\_\_\_\_\_

Phone

This grant will be used to forward Economic Development efforts by:

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Be sure to check all the following boxes:

- ☐ The City/Village applying for the Structure Grant has sent representation to or plans to send a representative to monthly "Iowa County Economic Development" meetings.
- ☐ The City Council or Village Board is aware of this Structure Grant Application and a motion to apply for said Structure Grant is referenced in the minutes attached.
- ☐ The City/Village applying for the Structure Grant will use the grant within six (6) months of receiving approval from the Revolving Loan Fund Committee.
- ☐ The City/Village applying for the Structure Grant shall refund any award if the grant referenced in #1 above is not submitted by the deadline date.

The above statements are true to fact:

\_\_\_\_\_  
Applicant Signature