



THE COMMUNICATOR

Grant County Employee Newsletter

Volume 14, Issue 2,
April, 2016

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From the Desk of...

Joyce Roling
Grant County Personnel Director

No More Silos, Please!

Recently, we have been hearing about county departments each being in their own silo. But... what does that mean?

The Silo Mentality, as defined by the [Business Dictionary](#), is “a mindset present when certain departments or sectors do not wish to share information with others in the same company” (in our case the County). According to an article I read from Forbes, this type of mentality will reduce efficiency in the overall operation, reduce morale, and may contribute to the end of a productive culture.

The article suggests 5 Ways to encourage a unified front. (No more silos)

1. Create a Unified Vision
2. Work Towards Achieving a Common Goal
3. Motivate and Incentivize
4. Execute and Measure
5. Collaborate and Create

To read the full article, go to:

<http://www.forbes.com/sites/brentgleeson/2013/10/02/the-silo-mentality-how-to-break-down-the-barriers/#57353a215f3e>



Most of you already know that Grant County has started the process of eliminating the silos. Here are a few examples:

1. **Budget Workshops.** Each year, the County Finance Director/Auditor, facilitates workshops with all department heads to collaborate with the goal of recommending a balanced budget to the Executive Committee.

2. Countywide Training. Most departments have the same required training. In an effort to provide this training without re-creating the wheel for each department, we schedule all staff centralized quarterly training for civil rights, Limited English Proficiency, workplace violence, etc. Centralized fiscal staff training and workshops are held as necessary. In addition, presentations are provided by request throughout the year and open to all staff to attend.
3. LEAN Initiative. The county's commitment to the LEAN style of management has brought together departments with the common goal of efficiencies and continuous improvement. The departments are well on their way to a complete LEAN culture.
4. Strategic Planning. The county approved an updated Strategic Plan in 2015. Part of the plan was to create Master Plan for facilities, which was also completed in 2015. The Master Plan gives us the holistic view of facility needs throughout the county and the ability to prioritize infrastructure building and maintenance.

These are just a few ways where we see the silo walls tumbling down. Kudos to staff for keeping an open mind for opportunities to share resources!

"All for one and one for all, united we stand divided we fall."
 — Alexandre Dumas, *The Three Musketeers*



LEAN Focus Group

April 26, 2016, kicks off Grant County's first LEAN Focus Group meeting. Over lunch (bring your own), we will talk about Grant County's LEAN projects and discuss challenges along the way. This is a great opportunity for departments to network. The meetings could last anywhere from 30 minutes to 1 hour. Just bring your lunch to the County Board room at 11:30.

This is open to all departments and employees. Whether it's a department head, supervisor, or general employee, all are welcome! Send me an e-mail or give me a call if you are attending so I can plan accordingly.

Coming Soon.... LEAN Link on county website.

We will soon be introducing a LEAN link on our website which will provide resources and stories of Grant County's LEAN journey.

Anyone wishing to have a specific subject discussed in a future newsletter may contact Joyce Roling at 723-2045 or jroling@co.grant.wi.gov.

April 28th ~~ Generational Differences at Work

We are pleased to bring in Steve Benzschawel, Director, Business World, a sensational speaker, to talk about generational differences at work. This training will be great for Managers and Supervisors.

GENERATIONAL QUOTIENT, LLC

KILL THE GENERATION GAP!



"Generational Differences at Work"

For the first time in American history, four generations are working side by side in the workplace. The experiences that each generation had growing up could not be more different, and now HR professionals are reporting those generational differences are creating serious conflicts at work.

Through a Millennial's perspective, we examine the stereotypes and learning styles of our multigenerational workforce in a lighthearted and fun presentation. Ultimately, the audience is challenged with a call for empathy towards the life experiences unique to each Generation.



This session will make you laugh, think, and most importantly, deliver ideas to use today, improving the way you work with people across all generations.

This Session Will Cover:

- ✓ What makes each Generation Unique
- ✓ The role Technology plays in the Generation Gap
- ✓ Attracting and Retaining young talent
- ✓ Managing a multi-generational workforce
- ✓ Ideas to retain talented people by making your workplace irresistible.



*"This session will make you laugh, think, and most importantly, deliver ideas to use today, improving the way you work with people across all generations."
(Business World)*

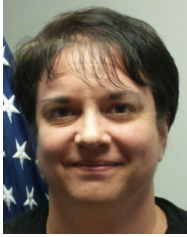
Grant County Board Room

9:30 until 11:30

April 28th

Please arrive early enough to get settled before the presentation starts.

Contact Dawn or Joyce with list of names of who will be attending.
dmergen@co.grant.wi.gov or jroling@co.grant.wi.gov



From the Desk of...

Dawn Mergen

Grant County Personnel Specialist

New Forms for FMLA and Workers' Compensation

One of the County's LEAN projects was to review its FMLA (**Family and Medical Leave Act**) process. A team was able to find ways to eliminate the waste of distributing paper copies of the policies and reduce the length of the forms while creating efficiency and clarity. The forms are now available on the County's website (www.co.grant.wi.gov choose *County Employee HR Documents*). Remember that it is your responsibility to let your supervisor and/or the Personnel Office know if you need time off for a medical condition or family leave. Law requires you to give us at least 30 days notice or as soon as possible in the case of an emergency.

Another LEAN project was to redesign the **Workers' Compensation** injury report form and use the same form for all County departments. The new form is available on the County website. Remember that all injuries and incidents must be reported immediately to your supervisor and/or the Personnel Office even if treatment or lost time is unlikely. Should you seek medical treatment, Grant County must be billed, not your insurance. Written work restrictions are required from your physician because light duty may be available and required when feasible. Examples of reportable incidents: slips and falls; blood exposure; needle sticks; paper cuts; muscle or joint aches, pain, and stiffness; insect bites; bruises; skin irritation; respiratory irritation; etc.

Sick Leave Buyback Policy Revision



The county board passed revisions on March 15th to the sick leave buyback policy. Employees who are eligible for sick leave buyback at the end of the year will receive payment. There is no longer an option to decline. Below is an excerpt from the sick leave policy. The language has been changed to "will be paid" (instead of "may request payment").

*When an employee maintains at least 24 days of sick leave for a consecutive 12 month period, beginning January 1, the employee at the end of the 12 month period **will be paid** for half of the sick leave not used but accrued during that 12 month period. The maximum number of days paid at the end of the 12 month period will not exceed six (6) days.*

Change in Status Reminder

It is the responsibility of each employee to promptly notify your department's payroll designee and/or the County Personnel Department (723-2540) of any changes in personal data.

Changes may include:

- ♦ Personal mailing addresses
- ♦ Marital status
- ♦ Telephone number
- ♦ Name change
- ♦ Dependent changes for insurance coverage such as births or adult children turning age 26



You have 30 calendar days after a qualifying event to add dependents to your insurance coverage. Changes received after that point may need to wait until January 1st of the following year. Forms must be complete and submitted early enough to allow sufficient time for the County Personnel Department to transmit the change to the insurance carrier before the 30 day deadline expires.

Great News from Dean Health Insurance

Reminder...Payment began going directly to the medical provider in February for the County's portion of your Dean Health Insurance deductible.

What does this mean to you?

- ♦ You write a check for only your portion (\$500/\$1,000) of the deductible
- ♦ You have the same payment method Medical Associates' members enjoy
- ♦ Providers receive payment faster
- ♦ You can log into your account at www.ebcflex.com to review all the payments EBC makes on your behalf using the County's HRA money
- ♦ Your record keeping should be easier

Call the Grant County Personnel Department with any issues or concerns. We are here to help you through this transition. 723-2540 or dmergen@co.grant.wi.gov



NEW - Long Term Care Insurance

Grant County employees are eligible to participate in a Voluntary Long Term Care Insurance program through a partnership between Wisconsin Counties Association (WCA) and Capital Lakes Financial.

The offering kick-off date is **April 5th**.

Presentations will be at Orchard Manor and the Administration building.

♦ There is a long term care financial need assessment available. You pay nothing for the assessment if you begin the process before the end of May. You are not obligated to purchase anything.

♦ Thereafter, the assessment will be available to employees at a 50% discounted fee of \$750 (full fee is \$1500); employee pays the fee

♦ Monthly premium may be discounted up to 35% due to the partnership with WCA

♦ Premiums paid may be eligible for an income tax deduction

♦ Coverage is available for current employees and immediate family members including spouses, parents, children and siblings



WCA SERVICES INC

Long-Term Care Planning and Protection Workshops

April 5th, 2016

12:45 pm Orchard Manor Resident Center
3:30 pm Grant Co. Administration Building
5:00 pm Grant Co. Administration Building

WCA Services, Inc. has partnered with Capitol Lakes Financial, LLP to offer Long-Term Care planning and insurance at a discounted price.

LTC Cash Flow Analysis

- CLF offers a customized Cash Flow analysis geared towards Long-Term Care for each participant
- The analysis projects pension benefits, social security benefits, and retirement expenses.
- CLF has the ability to run multiple retirement scenarios and then illustrates what a Long-Term Care scenario will do to the estate.

Discounted LTC Insurance

- CLF and WCA Services has also negotiated a discounted price with Transamerica for LTC Insurance.
- Benefit grows to keep pace with rising health care cost.
- Direct bill from carrier allows you to choose payment mode.
- Couples benefits and discounts allow your premiums to buy more protection.

Sign up by contacting Grant County Personnel (723-2540)

CAPITOL LAKES FINANCIAL

Wealth & Risk Management

www.capitollakesfinancial.com

888-505-3956 • contact@capitollakesfinancial.com

To request information about the program contact Capitol Lakes Financial at 888.505.3956, or visit their website, capitollakesfinancial.co

TransCare® III Long Term Care insurance, underwritten by Transamerica Life Insurance Company, can provide county government employees with the security they need for life's unexpected events. Capitol Lakes Financial, LLP, with more than ten years' experience offering the benefit to state of Wisconsin employees, partnered with Transamerica to offer this benefit to

Securities and Investment Advisory Services offered through Woodbury Financial Services, Inc., Member FINRA, SIPC and Registered Investment Advisor. Capitol Lakes Financial, LLP and Woodbury Financial Services, Inc., are not affiliated entities.

**PLEASE LET DAWN MERGEN KNOW WHICH SESSION YOU PLAN TO ATTEND
(723-2540 OR DMERGEN@CO.GRANT.WI.GOV)**

Aflac, Platinum, and Deferred Compensation Representative Visit Schedule

Nationwide Retirement Solutions (Deferred Comp) Bill Barnes (608)358-4821

Group Presentation ~ General Overview ~ May 9, 2016

County Board Room (located on the 2nd floor of the Grant County Administration building)

Two sessions to choose from: 3:30 p.m. and 5 p.m.

Wisconsin Deferred Compensation Pam Hammond (608)241-6604

Pam was here in March, but you can call her if you want to set up a meeting time.

Aflac Michelle Nodorft (608)778-8057

Group Presentation ~ General Overview ~ June 7, 2016

County Board Room (located on the 2nd floor of the Grant County Administration building)

Two sessions to choose from: 3:30 p.m. and 5 p.m.

Individual One-on-One Meetings ~ June 20, 2016 *(no appointment needed)*

9 a.m. to 11 a.m. at the Community Services building (Social Services Conference Room 22)

11:25 a.m. to 12:30 p.m. at the Administration building (Conference Room 266)

1 p.m. to 2 p.m. at Orchard Manor (Conference Room 104)

2:30 p.m. to 3:30 p.m. at the Law Enforcement building

Platinum Tyler Briggs (866)225-0727; (563)557-6866

Group Presentation ~ General Overview ~ April 7, 2016

County Board Room (located on the 2nd floor of the Grant County Administration building)

Two sessions to choose from: 3:30 p.m. and 5 p.m.

Individual One-on-One Meetings ~ June 20, 2016 *(no appointment needed)*

9:00 a.m. to 11:00 a.m. at the Community Services building (Social Services Conference Room 1)

11:25 a.m. to 12:30 p.m. at the Administration building (Conference Room 201)

1:00 p.m. to 2:00 p.m. at Orchard Manor (Conference Room 107)

2:30 p.m. to 3:30 p.m. at the Law Enforcement building

**PLEASE LET DAWN MERGEN KNOW
WHICH GENERAL OVERVIEW SESSION
YOU PLAN TO ATTEND
(723-2540 OR DMERGEN@CO.GRANT.WI.GOV)**



Dana's Desktop

by Dana C. Andrews, Grant County IT Technician



Artificial Intelligence

Recently there has been some renewed public interest in artificial intelligence because of the skills being shown by self-parking and self-driving cars. Application of thinking machines in this area has proven to be very valuable but there are also concerns that mankind will be phased out some day by constructed individuals. It is a concept that may not be that far-fetched. The following are some other human-like behaviors that have been implemented with thinking machines.

Scientists at the University of Texas (Austin) have simulated mental illness in a computer. They were able to induce schizophrenia on artificial intelligence units (the really interesting part of this story is that they are now able to very realistically simulate a thinking brain).

Meanwhile, at the University of Georgia scientists have been able to teach a group of robots to cheat and deceive (without programming it in). Overly simplified, certain robots were programmed to find items and others would have to follow their trail to also get the item. The lead robots started making false trails.

Researchers at the Laboratory of Intelligent Systems were able to get robots to exhibit self-preservation skills to the detriment of other robots. In this, objects were placed around a room, labeled either food or poison. When a robot found food, a light would blink on its head that the other robots could "see". After a while, certain groups of robots started to band together and blink so others could not determine where the food was. Also a few robots were able to figure out how to flash their lights extra quickly, confusing the signal inputs of the follower robots.

The University of Tennessee has a supercomputer called *Nautilus* that had done some dramatic forecasting of future events. The biggest demonstration of its abilities was correctly pointing to where Bin Laden was actually found using nothing more than news stories and other public print (but not stories about his actual discovery).



And finally, our friends at Google have a neural net computer (this is what they call computers that simulate the human brain) that they gave unfettered access to the internet and the ability to examine the contents of what it found. There were no restrictions or guidelines; the powerful super intelligence was simply allowed to explore the entire human history and experience. And what do you think this supercomputer chose out of all this wealth of information? It began browsing images of kittens.

Now that is human scary.

(Thanks to <http://www.learning-mind.com/five-creepiest-advances-in-artificial-intelligence/> for writing this article for me so I could be free to do other things like watching cute kitty videos).

Service Anniversaries

April through June (5 year increments)

Debra Udelhoven (Health), **40 years** on May 10

Annette Hochhausen (Clerk of Court), **35 years** on June 15

Kenneth Kirschbaum (Highway), **30 years** on April 14

Laura Reynolds (Orchard Manor), **30 years** on June 20

Susan Fleming (ADRC), **25 years** on April 29

Dawn Mergen (Personnel), **20 years** on May 14

Christina Moll (Orchard Manor), **15 years** on June 4

Micki Smith (Orchard Manor), **15 years** on June 4

Lisa Reuter (Orchard Manor), **15 years** on June 14

Levi Vial (Sheriff), **10 years** on April 2

Mary Schmitz (Orchard Manor), **10 years** on April 13

John Barker (Sheriff), **10 years** on May 1

Heidi Millin (Orchard Manor), **5 years** on April 4

Chad Kieler (Highway), **5 years** on May 2

Jason Pickett (Highway), **5 years** on May 2

Charleen Studnicka (ADRC), **5 years** on June 13

Congratulations on reaching these milestones! Thank you

Retirement Recognition

January 1st through March 25th

Kathleen Udelhoven (Orchard Manor), **14 years** (retired January 2nd)

Lois Flynn (Orchard Manor), **14 years** (retired February 7th)

Linda Snider (Orchard Manor), **18 years** (retired March 7th)

John Ellis (Highway), **25 years** (retired March 25th)

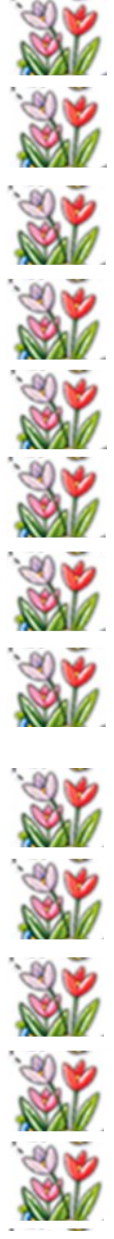
Grant County wishes you a happy and healthy retirement!

Reminder ~~ Please contact the County Personnel Office at least two months before your retirement date so we can assist you with the process.

Public Service Employment



R E E C I V R E S N L A R R L T R D I L
 E H T L A E H O C I O C S R D E T E H T
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ADMINISTRATOR
 ASSISTANT
 CHALLENGE
 CLERK
 COMMITMENT
 COMPENSATION
 COORDINATOR
 DENTAL
 DEPUTY
 DIRECTOR

DISCRETIONARY
 DISPATCHER
 EXCITEMENT
 FAMILY
 FRIENDLY
 FULFILLMENT
 HEALTH
 HELP PEOPLE
 INSURANCE
 INVESTIGATOR

JAILER
 JOB
 LEAN CULTURE
 LIFE
 LONG TERM CARE
 MANAGER
 NURSE
 PENSION
 PROMOTION
 RETIREMENT

SECURITY
 SELF-SATISFACTION
 SERVICE
 SICK
 SOCIAL WORKER
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 TRAINING
 VACATION
 WAGES