



## COUNTY OF DANE

DEPARTMENT OF ADMINISTRATION

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GREG BROCKMEYER  
Director of Administration

Date: December 18, 2023

To: All Employees

From: Greg Brockmeyer  
Director of Administration

Subject: Temporary Exception to Modify Standby Pay to be Consistent with On-Call Pay

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The recently adopted employee benefit handbook created On-Call Pay for most county employees. Along with On-Call Pay, the handbook added Standby Pay for employees working at Waste and Renewables' renewable natural gas plant and in technical services for 9-1-1. The proposed temporary exception below would clarify that the compensation rates for Standby Pay would be the same as On-Call Pay.

Dane Co. Ord. §18.24(5)(a) authorizes the Director of Administration to make temporary exceptions to the Employee Benefit Handbook after reasonable notice to interested stakeholders. If concerns regarding the implementation of the proposed exception are raised, I will schedule a meeting with the parties. Interested stakeholders have until the end of business on January 2, 2024 to raise their concerns.

### **Temporary Exception to On-Call and Standby Pay**

1. The section on Call Back / On Call Pay is modified as follows:

Section 1:

- a. Call out. Employees who are called to work outside of their regular schedule of hours by their department head or others designated by the department head, either by being called back to work or to perform work from home shall be compensated for such time. A minimum of two (2) hours shall be granted to any employee who is so called back to work; a minimum of one (1) hour shall be granted to any employee who is called to perform work from home. No employee shall be sent home or denied their regular work schedule of hours to avoid the payment of overtime
- b. For employees on RNG Plant Operations Standby Duty in the Waste & Renewables RNG plant, de minimis, routine checks of plant operations, as described in "Subject: Standby Duty," Section 2 shall not be eligible for Call-In pay. However, any additional work beyond a de minimis check resulting from such checks shall be compensated as described above.

2. The section on Waste and Renewables – RNG Plant Operations Standby Duty is modified as follows:

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5. When employees are assigned to standby duty, employees shall be compensated at the following rates:
  - a. One hour of pay at one-and-one-half times the rate of the employee’s regular pay (1.5, overtime rates) will be earned for every four hours spent in standby status during normal weekdays and weekends.
  - b. Two hours of pay at one-and-one-half times the rate of the employee’s regular pay (1.5, overtime rates) will be earned for every four hours spent in standby status during holidays.

3. The section on Public Safety Communications Technical Support Standby Duty is modified as follows:

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7. Compensation shall be according to the On-Call Section of this handbook.
  - a. Two hours of compensatory time per shift in PSTS status.
  - ~~b. Four hours of compensatory time per shift in PSTS status when the majority of the hours on shift occur on a holiday.~~
  - c. Actual calls will be compensated per the Call Back / On Call Pay portion of the Employee Group 1871 Employee Benefit Handbook.

4. This Exception shall be effective as of 12/17/2023 and shall expire on 12/14/2024.