

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, January 06, 2015

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Trent Miner, Donna Rozar, Lance Pliml, Peter Hendler

OTHERS PRESENT (for part or all of meeting): Michael Martin, Marla Cummings, Dennis Polach, Sue Kunferman, Bill Clendenning, Amy Kaup, Samantha Joanis, Kathy Roetter, Connie Janowski, Paula Tracy, Bonnie Nuber, Terry Stelzer, Terry Rickaby, Lori Heideman, Michael Feirer, Kenneth Curry, Randy Dorshorst, Eric Engel, Steven Kreuser, Amy Slattery, Dale Carlson

The meeting was called to order at 8:00 a.m. by Chairman Miner.

Public Comment - No comments from the public

Consent Agenda – No additions or corrections to the consent agenda

Motion (Rozar/Hendler) to approve the consent agenda as presented. Motion carried unanimously.

Maintenance Coordinator Rickaby reviewed his letter of comments.

Information Technology Director Kaup reviewed her letter of comments and presented a resolution to amend the 2015 budget for Information Technology, Voice-Over IP.

Motion (Rozar/Henkel) to approve the resolution to amend the 2015 budget for Information Technology, Voice-Over IP (51451) for additional expenditures that were not anticipated during the original budget process. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Kaup asked the Committee for direction regarding the implementation of the space needs study. She voiced concerns about Dispatch and IT Departments being on ground level and the possibility of flooding. There was discussion of possible options for additional space. Pliml noted that in the next six to twelve months, information will become available that will provide direction on options. He is not at liberty to discuss this information at this time, and does not want to rush into a decision. Rozar commented on the time, effort, and money expended on the 2 Ad Hoc Committees regarding space needs and encouraged the Executive Committee to address not only the concerns outlined in those reports, but the recommendations presented. She agreed rushing into a decision was not wise but knowing there are significant issues and not addressing them in a timely manner may not be wise either.

Safety Director Stelzer reviewed his letter of comments.

Wellness Coordinator Joanis noted highlights from her letter of comments. She presented initial findings of the health risk analysis for 2014 and advised the complete findings will be presented later.

Randy Dorshorst presented a resolution to provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for OWI enforcement through September 2015.

Motion (Rozar/Pliml) to approve the resolution to provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for OWI enforcement through September 2015. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin presented three resolutions to amend the 2014 budgets of Emergency Management, Dispatch, and Edgewater Haven Nursing Home.

Motion (Henkel/Hendler) to approve three resolutions to amend the 2014 budgets of Emergency Management, Dispatch and Edgewater Haven Nursing Home. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.

Break at 8:40 a.m.

Reconvened at 8:45 a.m.

Human Resources

Connie Janowski discussed there has been some difficulty in extending employment offers for professional positions. She explained that department heads are asking there be some latitude for flexibility in extending new hire wages while being mindful of their department budgets, and are looking for support from the Executive Committee. The Committee's consensus is to support the department heads' request in hiring the best candidates possible.

Ms. Janowski stated we are in the final transition with the payroll portion of the Human Resources Information System (HRIS) project. January 20, 2015 is the last meeting to work out final details and then to schedule the roll out. All aspects of the system are scheduled to be live by March 1st.

Year-end benefits open enrollment went very well. A total of 25 meetings were held during the week. There was an 85% uptake into the vision plan. Some employees indicated they weren't aware of the benefits they had; the annual benefit letter and meetings helped them learn they are in charge of their benefits. "It was a week well spent".

Sue Kunferman presented a resolution to implement suicide prevention policies and training in Wood County Departments. She explained Wood County has a high suicide rate and as an employer desires to ensure employees have the education and awareness of resources available. Training will be provided by the Health Department utilizing existing resources.

Motion (Henkel/Rozar) to approve a joint resolution with the Health & Human Services Committee to implement suicide prevention policies in departments of Wood County government. Motion carried unanimously.

Ms. Janowski highlighted an item in the Human Resources' Monthly Letter of Comments. Forty-two individuals have registered so far for the supervisory training.

Motion (Pliml/Hendler) to go into closed session at 9:00 a.m. pursuant to Wisconsin State Statute 19.85 (1)(f) to discuss an update regarding an employee's complaint.

Henkel: yes; Hendler: yes; Miner, yes; Pliml: yes; Rozar: yes. **Motion carried.**

Motion (Henkel/Hendler) to return to open session at 9:05 a.m. Motion carried unanimously.

The next regular Executive Committee meeting is Tuesday, February 3, 2015.

Motion (Henkel/Pliml) to adjourn the Executive Committee meeting at 9:06 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna Rozar, Secretary

Human Resources agenda items minutes taken and prepared by the Paula Tracy. Other minutes taken and prepared by Bonnie Nuber. All minutes reviewed by the Executive Committee secretary.