

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, August 07, 2012

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

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

OTHERS PRESENT: Kenneth Curry, William Winch, William Clendenning, Dennis Polach, Terry Stelzer, Michael Martin, Terry Rickaby, Amy Kaup, Samantha Joanis, Amanda Sapp – Aspirus, Anne Arndt, Randall Dorshorst, Karen Madden, Jamie LaVigne, Cindy Joosten, Kathy Roetter, Rhonda Kozik, Liz Gisvold, Ed Reed, Paula Tracy, Peter Kastenholz, via telephone Stephanie Criswell, Tony Butts, Amy Hills, Tina Dietzman, RaeAnn Beaudry, Barb Ochs

BUSINESS

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

Public Comment - None

Consent Agenda - No comments, questions, or corrections were voiced.

Motion (Rozar/Henkel) to approve the consent agenda. Motion carried.

Rozar gave an update regarding the sale of the UW Marshfield/Wood County student apartment building. Chairman Miner requested a time line.

Systems Director Kaup answered questions on her letter of comments.

Finance Director Martin presented a resolution to provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for seatbelt enforcement through the balance of 2012.

Motion (Pliml/Hendler) to approve the resolution to provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for seatbelt enforcement through the balance of 2012 and forward the resolution to the County Board for consideration. Motion carried unanimously.

Stephanie Criswell and Tony Butts presented information on telecom auditing services provided by Espy Services via telephone conference.

Motion (Rozar/Pliml) to enter into an agreement with Espy Services to audit telecommunication bills pending Corporation Counsel's approval. Motion carried unanimously.

Committee members did not have questions for Safety and Risk Manager Stelzer.

Maintenance Coordinator Rickaby gave the members updates on current projects.

Supervisors Clendenning and Winch approached the committee with questions on county efficiency.

Wellness Coordinator Joanis gave updates on the wellness program and presented a draft for a resolution on Wellness Best Practices and a healthy food/physical activity policy. Amanda Sapp presented information on incentives for participating in the wellness program. Chairman Miner directed Human Resources to work with Aspirus to prepare a recommendation on health premium incentives.

Clerk of Courts Cindy Joosten presented a resolution to amend the 2012 budget for the Divorce Mediation function.

Motion (Hendler/Rozar) to approve the resolution to amend the 2012 budget for Divorce Mediation function for higher than anticipated expenditures and forward the resolution to the County Board for consideration. Motion carried unanimously.

Human Resources

At 9:15 a.m., the Committee considered a Step 4 appeal of the Complaint Resolution Process. The appeal involved a Norwood Health Center employee who was disciplined with a suspension. The suspension was appealed to the Step 3 level and based on an investigation by the Human Resources Director, the discipline was reduced to a verbal warning. Ed Reed represented Human Resources and Liz Gisvold, Norwood Center Director of Nurses, represented Norwood Health Center. Both parties presented their arguments to the Committee. The Committee asked questions and followed with discussion

Motion (Hendler/Pliml) to uphold Norwood Health Center's original discipline of a suspension. Motion carried unanimously.

The Committee Chair will follow-up with a letter of the committee's decision to all parties.

RaeAnn Beaudry of the Horton Group introduced its new Account Executive, Barb Ochs. Ms. Ochs will be providing dedicated service to Wood County.

Motion (Pliml/Hendler) to go into closed session pursuant at 10:05 a.m. to §19.85 (1)(e), Wis. Stats., to discuss collective bargaining negotiations with WPPA, Deputy Sheriffs Association. Motion carried by roll call vote.

Motion (Rozar/Pliml) to return to open session at 10:47 a.m. Motion carried unanimously.

Ed Reed stated the wage study is going well. Carlson Dettmann is completing the rankings of the JDQs. Reed suggested the Executive Committee have a special meeting to discuss the study in order to allocate enough time for discussion.

Ed Reed reported the HR annual objectives are on track.

HR portion completed at 11:15 a.m.

Treasurer Kubisiak presented a resolution to update “Resolution Designating Public Depositories and Authorizing Withdrawal of County Monies”. She wanted to add a couple of banks to the list.

Motion (Rozar/Pliml) to approve the resolution to update “Resolution Designating Public Depositories and Authorizing Withdrawal of County Monies” to include number of signatures and titles of authorized persons and forward the resolution to the County Board for consideration. Motion carried unanimously.

Motion (Rozar/Miner) to mandate direct deposit of payroll checks as of January 1, 2013 pending verification of Corporation Counsel and checking with WPPA contract. Motion carried.

Motion (Pliml/Henkel) to adjourn the meeting at 11:25 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna Rozar, Secretary

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