

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, June 6, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Adam Fischer, Lance Pliml, Laura Valenstein, Donna Rozar (via Webex)

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Kim McGrath, Ed Newton, Trent Miner, Heather Gehrt, Ryan Boeshaar, Sarah Christensen, Brandon Vruwink, Sue Smith, Reuben Van Tassel, Chad Schooley, Tiffany Ringer, Kim Stimac, Tara Jensen, Amy Kaup, Kelli Francis, PaNya Yang, Nick Flugaur, Mary Solheim, Randy Kunding, Tim Deaton (The Horton Group)

The meeting was called to order by Chair Wagner at 9:00 a.m.

Treasurer Gehrt stated during public comment that Governor Evers declared this week as County Treasurers Appreciation Week.

Motion (Pliml/Valenstein) to approve the consent agenda. Motion carried unanimously.

Pliml gave a brief update on ARPA funds.

Emergency Management Director Christensen provided additional information to the Committee regarding Everbridge, a critical event management platform.

County Clerk Miner presented a resolution for Posting vs. Publishing of Notices. Miner explained that there is a cost savings associated with posting vs. publishing notices.

Motion (Pliml/Fischer) to approve the resolution for Posting vs. Publishing of Notices. Motion carried unanimously.

Wellness Coordinator Boeshaar gave an update on Wellness Program activities.

Finance Director Newton provided an update on Finance Department activities.

Newton presented a resolution for the University Commission: UWSP-Marshfield. Supervisor Rozar provided information on the resolution to the Committee.

Motion (Valenstein/Pliml) to approve the resolution for the University Commission: UWSP-Marshfield. Motion carried unanimously.

Newton provided updated information to the Committee regarding CIP requests. Newton explained that this is currently information only and not going to resolution yet.

Newton presented an updated debt proposal from Baird.

Human Resources Director McGrath introduced Tim Deaton of The Horton Group. Mr. Deaton gave a presentation to the Committee on current renewal projections and potential plan changes. Mr. Deaton stated that he will be returning in July with final 2024 budget recommendations.

Rozar excused from the meeting at this point.

McGrath presented a revised Sick Time Policy based on the referral from HIRC. McGrath explained that the policy will allow flexibility for departments with on-call staff and the use of sick time.

Motion (Fischer/Pliml) to approve the revised Sick Time Policy. Motion carried unanimously.

McGrath presented information on PTO vs traditional Vacation and Sick leave banks as requested by the Committee. McGrath explained that the consensus of the Department Head group was to stay with the current policy and not move to a PTO policy. The Committee did not take any action on this item.

McGrath presented a revised Overtime/Compensatory Time Policy at the request of the Human Services Department. The policy revisions address exempt, on-call and crisis staff and the ability to pay them at time and a half. Human Services Director Vruwink provided information about the need for the policy revision.

Motion (Valenstein/Fischer) to approve the revised Overtime/Compensatory Time Policy. Motion carried unanimously.

The Committee clarified that the effective date of the policy changes to Sick Time and Overtime/Compensatory Time are effective today.

McGrath presented a list of proposed revisions to the Employee Policy Handbook. McGrath explained that there is a target revision date of 2024 and that she will continue to work with the Committee and Department Heads as the process continues.

Chair Wagner thanked Finance Director Newton for the great job that he did with the CIP.

Agenda items for next meeting: The Horton Group Presentation

The next regular Committee meeting is July 10th at 11:00 a.m.

Chair Wagner declared the meeting adjourned at 10:16 a.m.

Minutes recorded and prepared by Kelli Francis. Minutes in draft form until approved at the next meeting.