

## **MINUTES OPERATIONS COMMITTEE**

**DATE:** Tuesday, January 7, 2025

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Laura Valenstein, Donna Rozar, Lance Pliml (WebEx), Jake Hahn, Joseph Zurfluh

**OTHERS PRESENT:** Trent Miner, County Clerk; See attached sign-in list

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Rozar/Hahn to approve the consent agenda. Motion carried unanimously.
4. Wellness Coordinator Boeshaar provided a departmental update with work developing 2025 programs being highlighted.
5. Finance Director Newton provided a departmental update. With this being the last committee meeting of Newton, the committee commends his years of service and expertise to the county and wished him a long and happy retirement.
6. Newton presented a tuition reimbursement request for a team member within his department. It meets all of the criteria set by policy. Motion by Rozar/Hahn to approve the tuition reimbursement in the amount of \$1,500, as presented. Motion carried unanimously.
7. Human Resources Director McGrath reviewed a proposal allowing for the skipping of a step for extraordinary service when the employee is above a Step 6. Motion by Rozar/Zurfluh that all requests for any step skip over Step 6 be brought to the Operations Committee, and in consultation with Human Resources, reviewed individually for consideration. Motion carried 4-1. Voting no was Hahn (does not believe there needs to be an extra layer of approval). Pliml was excused at 9:57 AM.
8. The next regular meeting will be held on Tuesday, February 4, 2025, at 9:00 AM.
9. Chair Valenstein adjourned the meeting at 10:03 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

