

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, May 2, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Adam Fischer, Lance Pliml, Donna Rozar, Laura Valenstein

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Jake Hahn, Brad Hamilton, Kimberly McGrath, Ed Newton, Ryan Boeshaar, Heather Gehrt, Sarah Christensen, Tony Bastien, Roland Hawk, Reuben Van Tassel, Tiffany Ringer, Marissa Kornack, Kim Stimac, Amy Kaup, Kelli Francis, PaNya Yang, Nick Flugaur, Jason DeMarco, Cheryl Krohn, John Peckham, Mary Schlagenhaft, Mary Solheim

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

There were no public comments.

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

Pliml gave a brief update on ARPA funds. He stated that recommendations have been made and will go forth to the County Board. An additional meeting on ARPA funds will occur later this month. Brief discussion ensued regarding additional State funds and grants.

Emergency Management Director Christensen and Dispatch Manager Bastien presented information to the Committee regarding Everbridge, a critical event management platform. Discussion ensued regarding the need for the platform and potential cost/funding sources. The consensus of the Committee was to have other committees discuss this as well.

Wellness Coordinator Boeshaar gave an update on Wellness Program activities.

Finance Director Newton provided an update on Finance Department activities.

Deputy Finance Director Yang presented a resolution for the ADRC to amend the 2022 budget for funds that were not spent in 2020/2021, but able to be spent in 2022.

Motion (Rozar/Pliml) to approve the resolution to amend the 2022 ADRC budget. Motion carried unanimously.

Newton provided information to the Committee regarding CIP requests. Newton stated that current requests total \$6.1 million and that our borrowing limit for CIP is \$3.5 million. Newton provided the Committee with options that he is proposing to bring the request under the \$3.5 million limit. Discussion ensued at length. The CIP with proposed changes will be distributed to Department Heads and be brought back for further discussion.

Human Resources Director McGrath presented information regarding the current Sick Days Policy in the Employee Policy Handbook. McGrath stated that this is being brought to the Committee at the request of the Highway Infrastructure and Recreation Committee (HIRC). McGrath provided background information on the policy and explained that, per the policy, benefit time, including sick, cannot be used to exceed the employee's budgeted hours. Supervisor Hahn explained HIRC's request was to change the policy not for all employees, but only for Highway employees as they have unique positions that are called in on off-hours. Highway Commissioner Hawk explained the history of how Highway has allowed sick time to be used to exceed the employee's budgeted hours. Discussion ensued at length. McGrath will be bringing the policy to the next Department Head meeting for feedback and will bring information to the June Committee meeting.

Motion (Valenstein/Fischer) to allow a temporary past practice exception to the Sick Days policy for the Highway Department until a formal decision has been made. Motion carried unanimously.

Valenstein clarified that this motion only grants the exception going forward until a decision has been made and that nothing will be repaid from previous months.

Agenda items for next meeting: Employee Policy Handbook Review
UWSP at Marshfield HVAC
PTO vs. Sick/Vacation
Sick Days Policy

The next regular Committee meeting is June 6, 2023 at 9:00 a.m.

Chair Wagner declared the meeting adjourned at 10:25 a.m.

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