

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, August 4, 2020  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – IT Conference Room, Room 205

**PRESENT:** Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer (via WebEx)

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Ken Curry, Lisa Keller, Kim McGrath, Kelli Quinnell, Ed Newton, Al Thurber, Heather Gehrt, Jo Timmerman, Trent Miner, Shane Wucherpennig, Amy Kaup, Reuben Van Tassel, Adam Fandre, Chad Schooley, Randy Dorshorst, Shawn Becker, Mary Solheim, Marissa Laher, Jodi Pingel, Nick Flugaur, Brandon Vruwink, Cindy Joosten, Jordon Bruce, Sue Kunferman, Mary Schlagenhaft, Tim Deaton (The Horton Group)

The meeting was called to order by Chair Wagner at 9:01 a.m.

During public comments, Pliml requested that Human Resources Director McGrath send out a communication regarding the Emergency Order requiring face coverings to employees and ask that they remain polite and respectful to members of the public and other employees regarding the wearing of face coverings.

There was no discussion on any items in the Consent Agenda.

**Motion (Fischer/Pliml) to approve the Consent Agenda. Motion carried unanimously.**

Rozar briefly explained the document in the packet containing recommendations brought forward to the Committee from the Health Insurance Adhoc Committee. Discussion ensued.

**Motion (Fischer/Pliml) to accept the recommendations from the Health Insurance Adhoc Committee as presented. Motion carried unanimously.**

Deputy Finance Director Newton introduced Al Thurber, the new Finance Director. Al has 35 years of accounting experience and is looking forward to being a part of the Wood County team.

Newton provided an update on the budget process. Fischer expressed concern over the issues that were experienced in Questica last year and Newton explained that they added on a new software that should alleviate those issues for this year. Newton stated that the current deadline for departments to submit their initial budgets to Finance is August 17, 2020. The Committee removed desirables from the CIP, moved server licensing from the CIP to tax levy, reduced the wireless hardware and access point project by \$40,000, and removed the HVAC System Phase 5 project at Norwood from the CIP.

**Motion (Rozar/Fischer) to amend the resolution for the CIP from \$3,650,000 to \$3,943,574. Motion carried unanimously.**

Newton gave the Committee a brief update on the Debt Engagement Letter.

Newton gave a brief explanation of the most recent income statement to the Committee. Brief discussion ensued regarding sales tax revenue and potential economic impacts of the pandemic.

Break at 10:31 a.m. Reconvene at 10:39 a.m.

Wellness Coordinator Fandre provided a brief update on Wellness activities.

Tim Deaton of The Horton Group presented updated health insurance premium projections. Mr. Deaton provided options for incentivizing the High Deductible Health Plan. Discussion ensued at length regarding options for premium reductions and HSA funding options.

**Motion (Rozar/Pliml) to adopt Strategy 2 as presented for health insurance premiums for 2021. Motion carried unanimously.**

**Motion (Rozar/Pliml) to have Wood County contribute \$1,040 for single enrollees and \$2,080 for family enrollees of the High Deductible Health Plan to a Health Savings Account (HSA) in 2021.**

Human Resources Director McGrath gave the Committee an update on the Classification & Compensation Study. McGrath indicated that Patrick Glynn, Carlson Dettmann Consultant, would like to have a final meeting with the Committee on August 18, 2020 at 12:00 p.m. The Committee agreed to the meeting on August 18, 2020 at 12:00 p.m.

Chair Wagner requested approval from the Committee to have the Financial Advisor to give insight over scenarios of funding the jail. The Committee approved that request.

Items for next regular agenda: Financial Advisor – Jail Funding Scenarios  
Broadband Expansion throughout County (future agenda item)

The next regular meeting of the Operations Committee is Tuesday, September 1, 2020 at 9:00 a.m.

A special meeting of the Operations Committee will be held on Tuesday, August 18, 2020 at 12:00 p.m. regarding the finalization of the Classification & Compensation Study.

The Chair declared the meeting adjourned at 11:26 a.m.

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