

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, August 6, 2013
TIME: 8:00 a.m.
PLACE: Room 115, Wood County Courthouse
PRESENT: Trent Miner, Donna Rozar, Hilde Henkel, Lance Pliml, Peter Hendler

OTHERS PRESENT: Dennis Polach, Terry Stelzer, Michael Martin, Kathy Roetter, Rock Larson, Teresa Hartjes, Karen Kubisiak, Ed Reed, Paula Tracy, Amy Kaup, Bonnie Nuber, Samantha Joanis, Sue Kunferman, Terry Rickaby, Bruce King, Nancy Quick, Karen Schill, Diana Neinfeldt, Brian Ruesch, Jim Lucas, Carol Tetzloff, Sgt. Angela Jochimsen, Janis Waite, John Spiegelhoff, Barb Ochs, Dick Pepe, Timothy Beck

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

Public Comment - No comments from the public

Consent Agenda – Rozar noted a correction to the Human Resources section of the July 2, 2013 minutes. “Motion (Hendler/Henkel) to uphold the Highway Commissioner’s decision.” shall be corrected to read “Motion (Rozar/Henkel)”.

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

Bruce King, Nancy Quick, and Jim Lucas, representing the Wood County Veterans Memorial organization presented information and drawings on a proposed expansion to the Veterans Memorial on Courthouse property.

Motion (Pliml/Hendler) to approve the plans and drawings presented for expansion of the Veterans Memorial. Motion carried unanimously.

Maintenance Coordinator Rickaby updated the Committee on the status of the digital control conversion project and Avon parking lot sinkhole. He presented a RFP for engineering services as requested by the Space Needs Implementation Committee as well as requested approval to obtain a Department credit card. It was the consensus of the committee to send out the RFP.

Motion (Rozar/Pliml) to approve the Maintenance Coordinator’s request to obtain a Department credit card from WoodTrust Bank. Motion carried unanimously.

Safety and Risk Manager Stelzer answered questions regarding his monthly letter of comments.

Information Systems Director Kaup noted highlights on her monthly letter of comments.

Wellness Coordinator Joanis gave an update of programs. Wellness Committee Chair Kunferman noted that tying participation to health insurance premiums could not be implemented for 2014, but steps could be taken to implement incentives in 2015. The EC, by consensus, gave the Wellness Committee permission to begin to research incentives for implementation.

Finance Director Martin presented two resolutions to amend the 2013 budget.

Motion (Hendler/Henkel) to approve two resolutions to amend the 2013 budget of Human Services and Veterans Relief to transfer 2012 carryover and transfer appropriations from fund balance respectively. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin updated the Committee on the RFP process for audit services. He asked for one of the EC members to sit on the scoring committee to judge the responses. It was suggested a member of the community with knowledge in the area would be a good alternative. Martin presented the Finance budget for 2014.

Treasurer Kubisiak presented her 2014 proposed budget and two resolutions. It was the consensus of the EC to approve the budget.

Motion (Rozar/Henkel) to approve two resolutions: 1. to cancel stale dated checks and 2. to accept offer of sale of tax deeded property. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously

Rozar stated that because of work responsibilities, she will attend the September 5, 2013 budget hearing by phone until 10:30 a.m.

A ten minute break was taken at 9:10 a.m.

Human Resources

Paula Tracy presented the 2014 Human Resources budgets. The consensus of the Committee members was approval of the budgets as presented.

Ed Reed discussed the Dispatch Manager position recruitment process. He received input from the area Public Safety agencies. Human Resources will place the vacancy on pertinent websites as well as in several newspapers. Interviews will begin in about a month.

Five minute break: 10:00 a.m.

Ed Reed led a short discussion regarding health insurance plan language. The plan will be addressed again when the Affordable Health Care Act has been in place a period of time. The Committee will then also consider options for Wellness incentives.

Motion (Rozar/Hendler) to go into closed session at 10:10 a.m., pursuant to §19.85 (1)(f), Wis. Stats., to consider an employee's complaints.

Rozar: Aye; Pliml: Aye; Hendler: Aye; Henkel: Aye; Miner: Aye. Motion carried.

Motion (Rozar/Hendler) to return to open session at 11:10 a.m. Motion carried unanimously.

Motion (Hendler/Pliml) to uphold the five day suspension and termination. Motion carried unanimously.

Motion (Hendler/Henkel) to go into closed session at 11:15 a.m., pursuant to §19.85 (1)(f), Wis. Stats., for settlement of EEOC complaint(s) update.

Rozar: Aye; Pliml: Aye; Hendler: Aye; Henkel: Aye; Miner: Aye. Motion carried.

Motion (Hendler/Henkel) to return to open session at 11:25 a.m. Motion carried unanimously.

During July's meeting, the Committee requested that representatives from three life insurance companies be present at this month's meeting for questions. The Benefit Companies, Inc. provided an informational booklet and answered questions. Boston Mutual, a life insurance company endorsed by the Wisconsin Counties Association (WCA) made a presentation to the Committee last month. Pliml stated the reasons for his support for the company (Boston Mutual) WCA endorsed.

Motion (Pliml/Hendler) to invite Boston Mutual, the WCA endorsed life insurance company, to offer life insurance plans to Wood County employees. 3 – Aye; 2 – No (Rozar and Henkel—both supported the decreased premium for tobacco free individuals in other policies not available with Boston Mutual). Motion carried.

Motion (Henkel/Rozar) to adjourn the meeting at 12:05 p.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna Rozar

Donna Rozar, Secretary

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