

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, March 1, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

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

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Kim McGrath, Kelli Francis, Ed Newton, PaNya Yang, Jason Grueneberg, Reuben Van Tassel, Quentin Ellis, Heather Gehrt, Brandon Vruwink, Marissa Kornack, Kyle Theiler, Sue Smith, Amy Kaup, Jason DeMarco, Trent Miner, Adam Fandre, Roland Hawk, Mary Schlagenhaft, Shawn Becker, Nick Flugaur

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

There were no public comments.

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

Pliml gave a brief update on ARPA funds.

Planning & Zoning Director Grueneberg provided additional information to the committee on the Request for Information (RFI) process that was held with four different Internet Service Providers (ISPs) on January 17, 2022. He explained that Charter Communications is asking the County to be a partner on a project that would cover two different areas in the Southeast and Northwest parts of the County with fiber. Grueneberg stated that he will be requesting the CEED Committee to draft a letter of support for the project. Discussion ensued.

Grueneberg explained that agenda item 7 was a hold-over from the previous month. Without objection, Wagner skipped the agenda item.

Wellness Coordinator Fandre gave brief update on Wellness Program activities.

Finance Director Newton provided a brief update on Finance Department activities.

Newton presented a resolution to amend the 2021 budget for Circuit Court Branch I to fund higher than anticipated expenditures.

**Motion (Rozar/Pliml) to approve resolution to amend the 2021 budget for Circuit Court Branch I. Motion carried unanimously.**

Newton stated that Finance is preparing to send out information to Department Heads for the 2023 CIP process and that normally this Committee would set the limit for CIP. Newton asked the Committee how they wanted to proceed with general obligation debt or ARPA funds. Discussion ensued at length.

Human Resources Director McGrath introduced four recommendations that were developed in cooperation with Human Resources, Human Services, Norwood, Edgewater, and Public Health departments to address the recruitment and retention challenges in nursing positions. The four recommendations include: approval of updated Employee Status Policy, approval of updated Wood County Care Facilities Wage Plan, Grade increases for identified nursing positions, and an implementation model for wage increases. Discussion ensued.

**Motion (Pliml/Fischer) to adopt the four recommendations presented to address recruitment and retention challenges in nursing positions. Motion carried unanimously.**

McGrath introduced a Cybersecurity Policy that was developed by Human Resources and IT with the help of County Mutual. McGrath explained that she was not looking for approval of the policy yet as there is still some work that needs to be done, but wanted to gather thoughts on the policy from the Committee. She further stated that she would like to see the policy approved within the next month or two. Discussion ensued.

McGrath presented wage data for the Clerk of Courts and Sheriff positions and explained that the wages for the positions need to be set prior to April 15, 2022 for the 2023-2026 term of office.

**Motion (Rozar) to leave Clerk of Courts and Sheriff salary as is with no increase. Motion dies for lack of a second.**

Pliml asked McGrath to explain the difference between the General County Wage Plan and the Elected Officials Wage Plan. McGrath explained that the Elected Officials Wage Plan is a shell of the old wage plan. She further explained that the options are to leave the positions in the Elected Officials Wage Plan, move them to the General County Wage Plan, or take them off of a wage plan completely and set established yearly rates. Discussion ensued at length.

Rozar was excused at 9:58 a.m.

**Motion (Pliml/Fischer) to leave the rate of pay for the Sheriff and Clerk of Courts as it currently is, remaining in the Elected Officials Wage Plan, and allow them to be eligible for an annual COLA, if approved by the County Board, for the 2023-2026 term of office. Motion carried unanimously.**

Treasurer Gehrt stated that her monthly report was not included in the packet and she wanted the Committee to know that there are currently no properties for sale – everything has been sold.

There were no comments from the Chair.

The next regular meeting is April 5, 2022 at 9:00 a.m.

Wagner declared the meeting adjourned at 10:04 a.m.

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