



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Thursday, May 4, 2023

5:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 473 634 010 , then press #

To attend this meeting by video: [Click here to join the meeting](#)

CALL TO ORDER

The Human Resources Committee meeting was called to order by Chair Larry Raikowski at 05:00 PM

Human Resources Members Present: Vinnie Miresse, Larry Raikowski, Chris Doubek, Matt Jacowski, Steve Cieslewicz (web)

Staff Attending: L. Belanger Tess, C Wojchik

Others Attending: C. Marfilus, S. Wenzler, J.Jossie (web), K McDonald (web), N. Check (web), M. Clark (web), L. Molepske, T. Neuenfeldt (web), J Pavelski, M. Clements (web)

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

CORRESPONDENCE

1.
 - The Frontline Supervisor - April 2023
 - The EAP Connection - April 2023
 - The Wellbeing Journey - May 2023

APPROVAL OF MINUTES

2. April 6, 2023

A motion was made by C. Doubek, seconded by V. Miresse, to approve the minutes from April 6, 2023. Motion to approve carried by voice vote, with no negative votes

REPORTS

3.
 - Vendor Invoice List - March 2023
 - Consumer Price Index - March 2023
 - Recruitment Update - 04.27.2023
 - HCC Recruitment and Retention - 04.04.2023
 - Employee Assistance Program (EAP) Utilization Report - January 1, 2023 - March 31, 2023
 - Wellness Portal Dashboard - January 1, 2023 - March 31, 2023

- Director's Report
 - Removal of Job Hotline number

- Non-Criminal Justice Agency Audit

DISCUSSION/POSSIBLE ACTION

4. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

None

5. Discussion and Possible Action re: Resolution authorizing an additional 20 hours per week to the current 20 hours per week judicial assistant duties and an additional 20 hours per week to the current 20 hours per week deputy register in probate duties for Circuit Court Branch 2

A motion was made by M. Jacowski, seconded by V. Miresse to approve the resolution authorizing an additional 20 hours per week to the current 20 hours per week judicial assistant duties and an additional 20 hours per week to the current 20 hours per week deputy register in probate duties for Circuit Court Branch 2. Motion to approve carried by voice vote, with no negative votes.

6. Discussion and Possible Action re: Revision to Portage County Ordinance 3.11 County Human Resources Policy, 3.11.20 - Clothing and Tool Allowances

A motion was made by M. Jacowski, seconded by C. Doubek to approve the Revision to Portage County Ordinance 3.11 County Human Resources Policy, 3.11.20 - Clothing and Tool Allowances. Motion to approve carried by voice vote, with no negative votes.

7. Discussion and Possible Action re: Approving and Adopting a Revision to Portage County Ordinance 3.11 County Human Resources Policy to Include 3.11.13.19 - Telework

A motion was made by V. Miresse, seconded by S. Cieslewicz to approve the resolution Approving and Adopting a Revision to Portage County Ordinance 3.11 County Human Resources Policy to Include 3.11.13.19 - Telework. Motion to approve carried by voice vote, with no negative votes.

8. Discussion and Possible Action re: Continuation of COVID-19 Supplemental Paid Leave (SPL) Payback for 90 days after the end of the Public Health Emergency

A motion was made by V. Miresse, seconded by L. Raikowski to approve the Continuation of COVID-19 Supplemental Paid Leave (SPL) Payback for 90 days after the end of the Public Health Emergency. Motion to approve carried by voice vote, with no negative votes.

9. Initial Discussion re: 2024 Health Insurance Premiums for Budget Guidelines

The Committee requested information be brought back to review 2024 health premium rates for the 2024 budget at 5% decrease and also what percentage change would result in the use of \$1.3 million in reserves.

NEXT MEETING DATE

Wednesday, May 31, 2023 at 4:00 p.m.

ADJOURNMENT

Motion by S. Cieslewicz, second M. Jacowski, all ayes to adjourn. Meeting was adjourned at 6:30 p.m.

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.