



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Thursday, October 5, 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: 272 674 844, 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

Staff Attending: L. Belanger Tess, C Wojchik

Others Attending: N. Check (web), J. Pavelski, M. Deininger (web), K. McDonald (web), M. Clark (web), J. Jossie (web)

PUBLIC NOTICE

None

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.

APPROVAL OF MINUTES

1.
 - Human Resources Committee Minutes - August 31, 2023
 - Joint Meeting of Human Resources and Finance Committees - September 19, 2023

A motion was made by C. Doubek, seconded by V. Miresse, to approve the minutes from August 31, 2023. Motion to approve carried by voice vote, with no negative votes.

A motion was made by V. Miresse , seconded by S. Cieslewicz , to approve the minutes from September 19, 2023 Joint Meeting of Human Resources and Finance Committees. Motion to approve carried by voice vote, with no negative votes

CORRESPONDENCE

2.
 - The Frontline Supervisor - September 2023
 - The EAP Connection - September 2023
 - The Wellbeing Journey - October 2023

REPORTS

3.
 - Vendor Invoice List - August 2023
 - Consumer Price Index - August 2023
 - Health Plan Financial Performance Analysis - Executive Overview - June and July 2023
 - Recruitment Update - September 27, 2023
 - Quarterly Reports
 - Employees Hired with Negotiated Wage and/or Vacation
 - Human Resources Department Budgets
 - Human Resources Department

- Employee Benefits
- Health Insurance
- Director's Report
 - Open Enrollment: November 6 - November 17, 2023
 - Flexible Spending and Employee Assistance Program Benefits for 2024

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: Elected Officials Compensation for the April 2024 - April 2026 Term for County Board Supervisor

A motion was made by C. Doubek, seconded by M. Jacowski, to approve the resolution of elected officials compensation for the April 2024 - April 2026 term for County Board Supervisor.

Voice vote on the resolution revealed (4) ayes, (1) nay by Supervisor Miresse. The resolution was adopted.

6. Discussion and Possible Action re: Elected Officials Compensation for the April 2024 - April 2026 Term for County Board Chair

A motion was made by M. Jacowski, seconded by S. Cieslewicz, to approve the resolution of elected officials compensation for the April 2024 - April 2026 term for County Board Chair.

Voice vote on the resolution revealed (4) ayes, (1) nay by Supervisor Miresse. The resolution was adopted.

7. Discussion and Possible Action re: Budget Amendment Transfer Request - Health Insurance budget

A motion was made by C. Doubek, seconded by V. Miresse, to approve the budget amendment transfer request - health insurance budget. Motion to approve carried by voice vote, with no negative votes.

8. Discussion and Possible Action re: Revision to Portage County Ordinance Section 3.11 County Human Resources Policy, 3.11.9.7 - Sick Leave, F. Sick Leave Conversion to deposit sick leave conversion for a surviving spouse into the Post Employment Health Plan

A motion was made by V. Miresse, seconded by C. Doubek, to approve the resolution of the revision to Portage County Ordinance Section 3.11 County Human Resources Policy 3.11.9.7 - Sick Leave, F. Sick Leave Conversion to deposit sick leave conversion for a surviving spouse into the Post Employment Health Plan retroactive to June 1, 2023. Motion to approve carried by voice vote, with no negative votes.

9. Discussion and Possible Action re: Alignment of Benefit Effective Dates

A motion was made by M. Jacowski, seconded by C. Doubek, to approve the alignment of benefit effective dates to the first of the month following date of hire for dental insurance, life insurance, long term disability insurance and flexible spending benefit. Motion to approve carried by voice vote, with no negative votes.

10. Discussion and Possible Action re: Revision to Portage County Ordinance 3.11 County Human Resources Policy, 3.11.9.2 - Health Insurance to change effective date of benefit to first of the month following date of hire

A motion was made by V. Miresse, seconded by S. Cieslewicz, to approve the resolution of the revision to Portage County Ordinance Section 3.11 County Human Resources Policy 3.11.9.2 - Health Insurance to change effective date of benefit to first of the month following date of hire effective January 1, 2024. Motion to approve carried by voice vote, with no negative votes.

11. Discussion and Possible Action re: Approving and Authorizing HealthSource Solutions as Portage County's Wellness Vendor Effective January 1, 2024

A motion was made by S. Cieslewicz, seconded by M. Jacowski, to approve the resolution approving and authorizing HealthSource Solutions as Portage County's wellness vendor effective January 1, 2024 for 2024 and 2025. Motion to approve carried by voice vote, with no negative votes.

12. Discussion and Possible Action re: 2024 Health Insurance Premiums, Contribution and Health Savings Account (HSA) Contribution

A motion was made by M. Jacowski, seconded by L. Raikowski, to approve the 2024 health insurance premiums, contributions and health savings account (HSA) contribution to be the same as 2023. Motion to approve carried by voice vote, with no negative votes.

13. Discussion and Possible Action re: 2024 Wellness Incentive Program

A motion was made by M. Jacowski, seconded by C. Doubek, to approve the 2024 Wellness Incentive Program with changing the diabetes prevention challenge to 50 points, if possible. Motion to approve carried by voice vote, with no negative votes.

14. Discussion and Possible Action re: 2024 Human Resources Calendar

Motion by V. Miresse to amend the 2024 Human Resources Calendar to add Martin Luther King Day as a holiday. Chair Raikowski called for a second. Chair Raikowski called for a second. Motion failed for lack of a second.

M. Jacowski asked why the Human Resources calendar comes before the Human Resources Committee every year. L. Belanger Tess replied that if the Committee agrees not to bring it before the Committee every year there really is no reason for it. The Human Resources ordinance currently specifies the holidays and when they will be observed. L. Belanger Tess explained she thinks previously, labor agreements may have had different rules around when a holiday was observed, if the holiday fell on a weekend, and that is why it came before the Committee. The Committee agreed there is no reason for the Human Resources Committee to act on the Human Resources calendar annually.

NEXT MEETING DATE

15.

- Thursday, November 2, 2023 at 5:00 p.m.
- Thursday, December 7, 2023 at 4:00 p.m. - note meetings change to 4:00 p.m. through March, 2024

ADJOURNMENT

Motion by S. Cieslewicz, second M. Jacowski, all ayes to adjourn. Meeting was adjourned at 6:02 p.m.