



PORTAGE COUNTY

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

MEETING AGENDA

HUMAN RESOURCES COMMITTEE

Thursday, December 7, 2023

4:00 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: 434 731 433, then press #

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

CALL TO ORDER

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 - November 2023
 - The EAP Connection - November 2023
 - The Wellbeing Journey - December 2023

APPROVAL OF MINUTES

2. November 2, 2023

REPORTS

3.
 - Vendor Invoice List - October 2023
 - Consumer Price Index - October 2023
 - Health Plan Financial Performance Analysis-Executive Overview - October 2023
 - Recruitment Update - November 30, 2023
 - Director's Report
 - Updated Memorandum of Understanding - Recruit Deputy
 - 2024 Health Flexible Spending Account (FSA) Contribution Cap
 - 2023 Years of Service statistics - all permanent employees
 - Occupational Employment and Wage Statistics (OEWS) Report for the Pay Period including 11/12/2023

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
5. 2023 Employee Years of Service Recognition
6. Discussion and Possible Action re: Resolution changing the pay structure and rate of pay for County Board of Canvassers and County Election Tabulators

7. Discussion and Possible Action re: Updates to Schedules on File in the Human Resources Department
 - Step Up Pay - update effective January 1, 2024
8. Discussion and Possible Action re: Approval of Portage County's Anti-Harassment Policy
9. Discussion and Possible Action re: Resolution Approving and Adopting a Revision to Portage County Code of Ordinances Section 3.11.13 (8) - Employee Rules of Conduct, Prohibition Regarding Sexual Harassment

NEXT MEETING DATE Thursday, January 4, 2024 at 4:00 p.m.

ADJOURNMENT

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

Notice: Remote comment by the public during the meeting will be at the discretion of the Chair.

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