



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Wednesday, May 7, 2025

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: 120 618 476, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

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

Members Present: Larry Raikowski, Chris Doubek, Suzanne Oehlke, Janell Wehr

Members Excused: Matt Jacowski

Staff Attending: L. Belanger Tess, C. Wojchik

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

CORRESPONDENCE

1.
 - Wellness Newsletter - May 2025
 - EAP Flyer - May 2025

REPORTS

2.
 - Vendor Invoice List - March and April 2025
 - Consumer Price Index - March 2025
 - Health Plan Financial Performance Analysis-Exec Overview - March 2025
 - Recruitment Update
 - Quarterly Reports
 - HHS Wellness Incentive Program Quarterly Report - 2025 1st Quarter
 - CuraLinc EAP Quarterly Report - 2025 1st Quarter
 - Director's Report
 - Countywide Training Update

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 public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

None

APPROVAL OF MINUTES

3. April 3, 2025 Minutes

A motion was made by C. Doubek, seconded by S. Oehlke, to approve the minutes from April 3, 2025. Motion to approve carried by voice vote, with no negative votes.

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: Approving Step Up Pay for the County Executive Administrative Assistant for Duties Performed During the Vacancy of the Justice Programs Director Vacancy Between September 23, 2024, through February 27, 2025

A motion was made by S. Oehlke, seconded by J. Wehr, to approve the step up pay for the County Executive Administrative Assistant for duties performed during the vacancy of the Justice Programs Director vacancy between September 23, 2024, through February 27, 2025. Motion to approve carried by voice vote, with no negative votes

6. Discussion and Possible Action re: Resolution authorizing an additional 12 hours per week, for a 20 hour per week Community Nutrition Educator position at Health and Human Services, in accordance with Human Resources Policy 3.11.5.1 New Position Requests

A motion was made by J. Wehr, seconded by C. Doubek, to approve the resolution authorizing an additional 12 hours per week, for a 20 hour per week Community Nutrition Educator position at Health and Human Services in accordance with Human Resources Policy 3.11.5.1 New Position Requests. Motion to approve carried by voice vote, with no negative votes

7. Discussion and Possible Action re: 2026 Initial Health Plan Projections**NEXT MEETING DATE**

Discussion on alternative date for June 5, 2025 meeting

Next meeting time will be Wednesday, June 4, 2025 at 5:00 p.m.

ADJOURNMENT

Meeting was adjourned at 5:56 p.m.