



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Thursday, November 6, 2025

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: 980 886 784, 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 M. Jacowski at 04:00 PM

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

Staff Attending: L. Belanger Tess, C. Wojchik

Others Attending: J. Pavelski, N. Check, K. Vagueiro, M. Lukas, M. Deininger (web), K. McDonald (web), J. Stamos (web), M. Clark (web), J. Jossie (web), T. Neuenfeldt (web)

CORRESPONDENCE

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

PRESENTATIONS

2. Carelton Rx Weight Managment Program

REPORTS

3. Special Meeting Attendance Reports (Portage County Ordinance 3.1.47 & 3.1.48)

None

4.
 - Vendor Invoice List - September 2025
 - Consumer Price Index - September 2025
 - Health Plan Financial Performance Analysis - Executive Overview - August and September 2025
 - Recruitment Update
 - Quarterly Reports
 - HealthSource Solutions - Wellness Incentive Program - 3rd Quarter 2025
 - CuraLinc - Employee Assistance Program (EAP) - 3rd Quarter 2025
 - Director's Report
 - Health Plan - Aspirus and Anthem Negotiations
 - Update re: Location of Surveyor
 - Open Enrollment - November 10 - 18, 2025
 - Flexible Spending 2026 Renewal with Diversified Benefit Solutions
 - Agreement for Services - Advanced Physical Therapy and Sports Medicine - Functional Job Analysis
 - ERP - The Work Number from Equifax - effective 10/24/2025

- AI Training - November 5, 2025

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

5. October 2, 2025

A motion was made by S. Oehlke, seconded by C. Doubek, to approve the minutes from October 2, 2025. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

6. Resolution of Revision to Portage County Ordinance 3.11.8 (5) Hours of Work and Overtime, (i) On-Call Pay to Include Exempt Health and Human Services and Highway Employees

A motion was made by C. Doubek, seconded by L. Raikowski, to approve the resolution of revision to Portage County Ordinance 3.11.8 (5) Hours of Work and Overtime (i) On-Call Pay to include exempt Health and Human Services and Highway employees. Motion to approve carried by voice vote, with no negative votes.

7. Resolution Approving and Authorizing VOYA as the Stop Loss Provider for the Portage County Health Insurance Plan for 2026

A motion was made by L. Raikowski, seconded by S. Oehlke, to approve the resolution approving and authorizing VOYA as the stop loss provider for the Portage County health insurance plan for 2026. Motion to approve carried by voice vote, with no negative votes.

8. Carelon Rx Weight Management Program

A motion was made by J. Wehr, seconded by S. Oehlke, to approve the Carelon Rx Weight Management Program with a 2026 implementation date to be determined by staff in consultation with Willis Towers Watson. Motion to approve carried by voice vote, with no negative votes.

9. Resolution Approving 3.00% Annual Adjustment to the 2026 Portage County Salary Schedules

A motion was made by J. Wehr, seconded by C. Doubek, to approve the resolution approving 3% annual adjustment to the 2026 Portage County salary schedules. Motion to approve carried by voice vote, with no negative votes.

10. Revision to Compensatory Time Schedule on File in Human Resources Department

A motion was made by M. Jacowski, seconded by S. Oehlke, to approve the revision to the compensatory time schedule on file in the Human Resources Department, with changes from the document in the packet, as discussed by Laura Belanger Tess. Summary of approved compensatory time schedule below. Motion to approve carried by voice vote, with no negative votes.

	Current Year Max	Carryover Allowed into New Year
All eligible positions except those listed below	40 hours	0
Law Enforcement Records Splst, except those who work as Comm Techs	40 hours	0
Communication Technicians	150 hours	80 hours - time off only. Paid to PEHP upon separation of employment
Corrections	150 hours	150 hours - time off only. Paid to PEHP upon separation of employment.

Deputies remain as is in current schedule

NEXT MEETING DATE

11. Thursday, December 4, 2025 at 4:00 p.m.

ADJOURNMENT

Motion by C. Doubek, second J. Wehr, all ayes to adjourn. Meeting was adjourned at 5:06 p.m.