



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Thursday, December 4, 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: 437 812 823, 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 arrived at 4:01 PM

Staff Attending: L. Belanger Tess, C. Wojchik

Others Attending: J. Pavelski, A. Johnson, N. Check (web), J. Jossie (web), T. Levandowski, A. Haffele (web), T. Heyman (web), E. Wojcik (web), J. Yenter (web)

CORRESPONDENCE

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

REPORTS

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

None

3.
 - Vendor Invoice List - October 2025
 - Consumer Price Index - October 2025 will not be published
 - Health Plan Financial Performance Analysis-Executive Overview - October 2025
 - Recruitment Update
 - Director's Report
 - Health Care Center Employee Meetings - December 2, 2025
 - Carelon/Lark Weight Management Program
 - AI Policy and Training
 - Years of Service Breakdown 2022-2025
 - 2025 Employee Years of Service Recognition

Note: Supervisor Wehr entered meeting at 4:01 PM

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

4. November 6, 2025

A motion was made by S. Oehlke, seconded by C. Doubek, to approve the minutes from November 6, 2025. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

5. Resolution Revising Portage County Code of Ordinance, Human Resources Policy, Sections 3.11.4 Classification Plans and 3.11.5 Authorization for New Positions

A motion was made by L. Raikowski, seconded by S. Oehlke, to postpone action on the resolution revising Portage County Code of Ordinance, Human Resources Policy, Sections 3.11.4 Classification Plans and 3.11.5 Authorization for New Positions until the February 2026 Human Resources Committee Meeting. Motion to approve carried by voice vote, with no negative votes.

6. Resolution Revising Portage County Code of Ordinance Section 3.11.9 County Human Resources Policy, Fringe Benefits (7) Sick Leave, (a) Accumulation

A motion was made by C. Doubek, seconded by S. Oehlke, to approve the resolution revising Portage County Code of Ordinance Section 3.11.9 County Human Resources Policy, Fringe Benefits (7) Sick Leave, (a) Accumulation. Motion to approve carried by voice vote, with no negative votes.

7. Resolution Revising Portage County Code of Ordinance Section 3.11.9 County Human Resources Policy, Fringe Benefits (12) Leave of Absence, (e) Civil Leave

No action was taken. Discussion only.

8. Resolution Approving Friday, December 26, 2025 as a One Time Holiday

A motion was made by M. Jacowski, seconded by S. Oehlke, to approve the revised resolution approving Friday, December 26, 2025 as a one-time supplemental leave day. Motion to approve carried by voice vote, with no negative votes.

NEXT MEETING DATE

9. Discuss next meeting date option for January 1, 2026

The Committee discussed and agreed to meet on Thursday, January 8, 2026, at 4:00 p.m., 3:30 p.m. if necessary.

ADJOURNMENT

Motion by L. Raikowski, second C. Doubek, all ayes to adjourn. Meeting was adjourned at 5:08 p.m.