



PORTAGE COUNTY

MEETING MINUTES

EXECUTIVE/OPERATIONS COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Thursday, October 7, 2021

8:00 AM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 735 131 822, then press #

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

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to filenk@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

The Executive/Operations meeting was called to order at 8:00 a.m.

Members present in-person: Dodge, Haga, Miresse, Potocki, Raikowski

Others present in-person: County Clerk Filen and Deputy Corporation Counsel Hickethier

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.

None

APPROVAL OF MINUTES

1. Approval of Joint Executive/Operations and Human Resources Committees minutes from August 26, 2021

A motion was made by Supervisor Raikowski, seconded by Supervisor Potocki to approve the minutes. The motion passed by the following vote:

5 Yes: DODGE, HAGA, MIRESE, POTOCKI, RAIKOWSKI

0 No: None

0 Abstain: None

2. Approval of September 2, 2021 minutes

A motion was made by Supervisor Dodge, seconded by Supervisor Miresse to approve the minutes. The motion passed by the following vote:

5 Yes: DODGE, HAGA, MIRESE, POTOCKI, RAIKOWSKI

0 No: None

0 Abstain: None

CORRESPONDENCE

None

DISCUSSION/POSSIBLE ACTION

3. Discussion/Possible Action Re: Regarding 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

4. Discussion/Possible Action Re: Approval of Special Meeting Attendance Sheets

A motion was made by Supervisor Miresse, seconded by Supervisor Dodge to approve the special attendance sheets. The motion passed by the following vote:

5 Yes: DODGE, HAGA, MIRESE, POTOCKI, RAIKOWSKI

0 No: None

0 Abstain: None

5. Discussion/Possible Action Re: District 14 Vacancy

After considering the options for addressing the vacancy, including appointing, leaving it vacant, and holding a special election, the committee determined the timing and logistics of appointing or holding a special election were not feasible.

A motion was made by Supervisor Potocki, seconded by Supervisor Raikowski, to leave Supervisory District 14 vacant until the Spring Election when a candidate can be duly elected. The motion passed by the following vote:

5 Yes: DODGE, HAGA, MIRESE, POTOCKI, RAIKOWSKI

0 No: None

0 Abstain: None

6. Discussion/Possible Action Re: Attendance Policy for Special Meeting Attendance

No action was taken. Discussion included the special meeting attendance policy and Chapter 3.1.47 of the Portage County Code of Ordinances. The Committee requested that additional information be gathered by the County Clerk and Corporation Counsel, including how other counties handle special meeting attendance. The Committee further discussed developing guidance or a policy to be incorporated into the Code of Ordinances that addresses the role of a committee chair, subcommittee attendance, and the number of members that can be authorized to attend a special meeting.

7. Discussion Possible/Action Re: County Board Attendance Policy

No action was taken. The Committee directed the County Clerk and Corporation counsel to develop a more definitive definition of good cause. Additional requests from the Committee included creating a policy for notifying the Chair/Staff about the inability to attend a meeting, setting a percentage or number of meetings that would be acceptable under an excused clause, and including an attendance report for the County Board at the end of each year.

NEXT MEETING DATE TBD - Discuss Room/Date Conflicts

Next meeting scheduled for Thursday, November 4, 2021 at 4:30 p.m. in Conference Room 1 & 2

ADJOURNMENT

A motion was made by Supervisor Dodge, seconded by Supervisor Potocki to adjourn. Motion carried by voice vote, with no negative votes. The meeting adjourned at 9:07 a.m.

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the County Clerk's Office at 715-346-1351 as soon as possible to ensure that reasonable accommodations can be made.

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