



PORTAGE COUNTY

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

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

Thursday, April 8, 2021

5:00 PM

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: 744 050 836, 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 human.resources@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 Human Resources Committee meeting was called to order at 05:00 PM

Members Present:

Attending In-Person: Larry Raikowski, Matt Jacowski

Attending Online: Gerry Zastrow, Vinnie Miresse, Meleesa Johnson

Staff Attending: L. Belanger Tess, S. Wenzler

Others Attending: N. Check, C. Holman, D. Schmitz, A. Haga, M. Deininger, S. Schmanski, T. Neuenfeldt

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.

APPROVAL OF MINUTES

1. February 11, 2021 Human Resources Committee Meeting
March 3, 2021 Joint Meeting

A motion was made by M. Jacowski, seconded by M. Johnson, to approve the minutes of the February 11, 2021 Human Resources Committee Meeting as presented. Motion carried by voice vote, with no negative votes.

A motion was made by M. Jacowski, seconded by V. Miresse, to approve the minutes of the March 3, 2021 Joint Human Resources and Finance Committee Meeting as presented. Motion carried by voice vote, with no negative votes.

REPORTS

2.
 - Human Resources Vendor Invoice List - February 2021
 - Consumer Price Index - January and February 2021
 - Health Plan Financial Performance Analysis-Executive Overview - December 2020 and January 2021
 - Recruitment Update

CORRESPONDENCE

3.
 - ERC Frontline Supervisor - February and March 2021
 - The EAP Connection - March and April 2021
 - Wellbeing Newsletter - March and April 2021

UPDATES

4. Quarterly Report: Human Resources Department Budgets
 - Human Resources Department
 - Employee Benefits
 - Health Insurance
5. Quarterly Report: Employees Hired Above Starting Wage Rate
6. Summary of Current Legislative and Regulatory Activity for Employee Benefits

DISCUSSION/POSSIBLE ACTION

7. 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

No Request for Special Meetings
No Special Meetings Attendance to approve
No Special Meetings Reports

8. Discussion and Possible Action re: Flexible Spending Account Dependent Care Increase for 2021

A motion was made by M. Jacowski, seconded by V. Miresse, to approve increasing the Flexible Spending Account Dependent Care for 2021 as outlined. Motion carried by voice vote, with no negative votes.

9. Discussion and Possible Action re: Facilities Management Clothing Allowance

A motion was made by M. Jacowski, seconded by M. Johnson, to approve the Facilities Management Clothing Allowance as presented. Motion carried by voice vote, with no negative votes.

10. Discussion re: Update on Vacation Schedule and Policy Revision

NEXT MEETING DATE

11. TBD - Joint Meeting of Human Resources and Finance Committees
Thursday, May 13, 2021 at 5:00 p.m.

April 22, 2021 at 3:15 pm for a Joint Human Resources and Finance Committee Meeting for discussion of Vacation Schedule and Policy Revision.

Will look for a date the first week in May for Joint Human Resources and Finance Committee Meeting for action on Vacation Schedule and Policy Revision.

May 13, 2021 at 5:00 pm Human Resources Committee Meeting

ADJOURNMENT

A motion was made by M. Johnson, seconded by V. Miresse, to adjourn. Motion carried by voice vote, with no negative votes.
Meeting adjourned at 05:52 PM

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 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.