PORTAGE COUNTY

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

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

Tuesday, May 31, 2022 **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: 494 685 192, 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 lingforl@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

Meeting called to order at 5:00 p.m.

Members attending in-person: V. Miresse, D. Jankowski, G. Hakala, S. Przybylski, L. Weaver
Members attending on-line: None
Members absent: None
Members excused: None

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. May 18, 2022

A motion was made by D. Jankowski, seconded by S. Przybylski to approve the minutes from May 18, 2022. The motion carried on a voice vote with no negative votes.

DISCUSSION/POSSIBLE ACTION

2. Discussion/Possible Action: 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.

3. Discussion Only: Intent to Contract for Owner's Rep Services for Construction of New Portage County Health Care Center.

Director of Procurement, C. Schultz, presented information on the Owner's Rep Services for the construction of a new health care center. The owner's rep represents Portage County in the building process. In September, 2021, the County ran a procurement for an owner's rep for another project. Tegra was the winner in that procurement. The people the County would be working most closely with are Nate Pearson and Mike Van Klei. Tegra has worked on hospital and health care projects in the past. The owner's rep will help us organize the project, review the contract for the architect and will help us run a procurement for the contract manager. Tegra representatives toured PCHCC. D. Jankowski said that three firms were reviewed during the procurement process. Tegra came out on top and had high regards in reference checks. Tegra has many repeat projects. C. Schultz said that we will piggyback on the September, 2021, procurement for the owner's rep. A resolution will need to be placed on the Space & Properties, Finance, and County Board agendas. C. Schultz said this process could be finalized by mid-late June.

4. Discussion Only: Intent to Award and Contracting for Architect Services for Construction of New Portage County Health Care Center.

Director of Procurement, C. Schultz, presented information on the Architect Services for the construction of a new health care center. Four companies were interviewed. Wold was selected as the top company to provide the architectural services for a new health care center. Reference checks showed high regard for their service. The review committee consisted of Todd Neuenfeldt, Ray Reser and Lynn Lingford. A resolution will need to be placed on the Space & Properties, Finance and County Board agendas. C. Schultz said all pieces of the 3-legged stool might be in place by August.

5. Discussion/Possible Action: Regarding the Resolution Authorizing a Reorganization That Results in the Current 20 Hour Per Week Activity Supervisor Position to 40 Hours Per Week

A motion was made by D. Jankowski, seconded by S. Przybylinski to discuss the resolution authorizing a reorganization of the Activity Supervisor position. S. Przybylinski asked how the activity assistants felt about losing the 12 1/2 hours. M. McDonald said that the full-time supervisor position is needed. This is important as we move forward with a decreased occupancy. The team understands the need to decrease some department hours to enable the reorganization. L. Lingford said the resignation of a team member allows for a natural transition to the full-time supervisor role along with the decreased department hours. This was the staffing goal when moving into a new building. Chair V. Miresse called for a voice vote. All members voted in favor of the resolution. Motion carried with no negative votes.

CORRESPONDENCE

None.

NEXT MEETING DATE

6. June 15, 2022 at 5:00 P.M. in Annex Conference Room 1 & 2

ADJOURNMENT

V. Miresse adjourned the meeting at 5:52 p.m.

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.