



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Thursday, August 4, 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: 726 448 162, 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 by Chair Larry Raikowski at 05:00 PM

Members Present: Vinnie Miresse, Larry Raikowski, Matt Jacowski, Chris Doubek, Steve Cieslewicz

Staff Attending: L. Belanger Tess

Others Attending: J. Pavelski, M. McDonald, L. Oathout (Web), Jennifer Jossie (Web), Trisha Heyman (Web), T. Neuenfeldt (Web), S. Soik, K. Vagueiro, N. Check, L. Roth (Web), E. Wojcik (Web)

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. July 7, 2022

A motion was made by C. Doubek, seconded by M. Jacowski, to approve the minutes from July 7, 2022. Motion to approve carried by voice vote, with no negative votes.

CORRESPONDENCE

2.
 - The Frontline Supervisor - July 2022
 - The EAP Connection - July 2022
 - The Class of 2022 Is Ready to Work - on Their Terms
 - Flex-Staff Newsletter Relevant articles - July 2022

REPORTS

3.
 - Human Resources Vendor Invoice List - June 2022
 - Consumer Price Index - June 2022
 - Recruitment Update - July 28, 2022
 - Director's Report

DISCUSSION/POSSIBLE ACTION**4. 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

Request for special meeting attendance - none

Approval of attendance of special meetings - none

Special meeting attendance reports - none

5. Discussion and Possible Action re: Increase in Shift Premium for 2nd Shift for Facilities and Highway Departments

A motion was made by V. Miresse, seconded by S. Cieslewicz, to approve an increase in shift premium for 2nd shift for Facilities and Highway Departments to \$1.00/hour and to eliminate shift differential for those positions that do not regularly work second shift. Motion to approve carried by voice vote, with no negative votes.

6. Discussion re: 2023 Budget Guidelines - Salary Adjustments**7. Discussion and Possible Action re: Resolution authorizing an additional 8 hours per week, for the 32 hour per week County Engineer position at the Highway Department, in accordance with Human Resource Policy 3.11.5.1 New Position Requests**

A motion was made by M. Jacowski, seconded by C. Doubek, to approve the resolution authorizing an additional 8 hours per week, for the 32 hour per week County Engineer position at the Highway Department, in accordance with Human Resources Policy 3.11.5.1 New Position Request. Motion to approve carried by voice vote, with no negative votes.

8. Discussion and Possible Action re: Approval to move forward with Enterprise Resource Planning (ERP) Project Manager - limited term position with proposed future budget amendment

A motion was made by M. Jacowski, seconded by V. Miresse, for the approval to move forward with Enterprise Resource Planning (ERP) Project Manager - limited term position with a proposed future budget amendment. Motion to approve carried by voice vote, with no negative votes.

NEXT MEETING DATE

Thursday, September 1, 2022 at 5:00 p.m.

ADJOURNMENT

A motion was made by M. Jacowski, seconded by S. Cieslewicz, to adjourn. Motion carried by voice vote with no negative votes.
Meeting adjourned at 05:42 PM

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.