



PORTAGE COUNTY

MEETING MINUTES

HUMAN RESOURCES COMMITTEE

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

Thursday, December 1, 2022

4:00 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: 217 481 950 , 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 04:00 PM

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

Staff Attending: L. Belanger Tess, C Wojchik

Others Attending: J. Pavelski, T. Neuenfeldt, N. Check, S. Wenzler (web), V. McGrath (web), L. Roth (web), K. Vagueiro, C. Wisinski (web), M. Lukas, C. Giese, M. Riberich, S. Gollnick (web), A. Modrzewski, A. Haffele (web), J. Phillis (web), T. Heyman (web), J. Jossie (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. November 15, 2022

A motion was made by M. Jacowski, seconded by C. Doubek, to approve the minutes from November 15, 2022. Motion to approve carried by voice vote, with no negative votes.

CORRESPONDENCE

2.
 - The Frontline Supervisor - November 2022
 - The EAP Connection - November 2022
 - The Wellbeing Journey - November 2022

REPORTS

3.
 - Vendor Invoice List - October 2022
 - Consumer Price Index - October 2022
 - Recruitment Update - November 23, 2022
 - Health Care Center Recruitment and Retention Plan 11.07.22

- Director's Report
 - 2023 Health Plan Administrator and Network
 - Open Enrollment - November 28, 2022 - December 9, 2022

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

5. Report re: 2022 Employee Years of Service Recognition

6. Discussion and Possible Action re: Update to Inducement Pay Schedule for Health Care Center employees

A motion was made by M. Jacowski, seconded by S. Cieslewicz, to approve the Update to Inducement Pay Schedule for Health Care Center employees. Motion to approve carried by voice vote, with no negative votes.

7. Discussion and Possible Action re: Approving 2.0% Annual Adjustment to the 2023 Portage County Salary Schedules, Adoption of Salary Schedule Updates from McGrath Human Resources Group, Approving the Method of Employee Placement into the Updated Salary Schedules, Approving Employees Receiving Annual Step Increases on January 1st, and Approving Amendments to Applicable Portage County Code of Ordinances Section 3.11 - County Human Resources Policies
8. Discussion and Possible Action re: Update to Shift Differential Schedule contingent up County Board approval of salary schedules
9. Discussion re: Human Resources Department Program Assessment & Prioritization Questionnaires

NEXT MEETING DATE Thursday, December 8, 2022, at 5:00 p.m.

Thursday, December 8, 2022 at 5:00 p.m.

ADJOURNMENT

Motion by S. Cieslewicz, second by M. Jacowski, all ayes to adjourn.

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.