



DOUGLAS COUNTY

OFFICE OF ADMINISTRATOR

Ann Doucette

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DOUGLAS COUNTY MISSION STATEMENT

The mission of Douglas County is to provide cost-effective services, with equal access to all citizens; to continue and enhance partnerships; to responsibly manage our resources and plan for the future.

DEPARTMENT MANAGERS MEETING

Tuesday, January 25th

9:30 am

Conference Room 270

MINUTES

Present: Candy Anderson, Anna Carlson, Linda Corbin, Zach DeVoe, Ann Doucette, Tyler Edwards, Jon Harris, Carol Jones, Jason Jackman, Sheila Keup, Amber Popplewell for Rebecca Lovejoy, Jerry Moe, Mary Pardee, Carolyn Pierce, Sue Sandvick, Sharon Dembroski, Dave Sletten.

Meeting called to order at 9:30am.

Department update: Department managers discuss updates with Administrator. Several departments recruiting for open positions, staff and managers are looking forward to the results of the market study. Finance: W2s should be in the mail. HHS: COVID numbers are high, public health recommends wearing masks while communicating with public and within departments to prevent workforce shortages.

Electronic Payment Acceptance: Forestry suggests online/credit card collection system for payment of permits and fees. Some departments utilize third party services for fee collections, there are some restrictions to accepting online/credit card payments. Finance has details, and offers to discuss with Forestry and other interested parties.

Other Business: Human Resources alerts department heads to the beginning of the Health Assessment/Well-Being program; reminds department heads to get any requested information to consultant as part of market study. Administration states capital projects process will begin in March, due to ARPA funding the process may be different. There will be no meeting in February; next meeting tentatively scheduled for March 22nd

Meeting Adjourned at 10:13 am

Respectfully Submitted,
Melissa Pratt, Recording Secretary