



DOUGLAS COUNTY

OFFICE OF ADMINISTRATOR

Ann W. 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, April 17, 2018

9:00 am

Room 270 Government Center

MINUTES

Present: Candy Anderson, Linda Corbin, Ann Doucette, Brian Erickson, Jon Harris, Bob Galovich, Jon Harris, Carol Jones, Jason Jackman, Lisa Johnson, Mark Liebaert, Jaime McMeekin, Tracy Middleton, Gerald Moe, Carolyn Pierce, Steve Rannenberg, Susan Sandvick, Michele Wick, Darrell Witt. Others present: Aaron Fregard, Sharon Krause, Dave Longsdorf, Dani Miller, and Keith Wiley.

WELCOME AND REVIEW OF AGENDA: Doucette welcomed all.

CAPITAL PROJECTS

Doucette gave an update on the Capital Project process. All projects should get at least some funding this year. A joint meeting of the Administration and Executive Committees will be held on May 1 at 3:00 p.m. in room 270 of the Government Center for approval of the requests to go to the County Board meeting for final approval. Department managers are encouraged to attend.

MCGRATH UPDATE

Corbin gave an update on the McGrath compensation study progress. The Position Description Questionnaires (PDQ's) that were completed for each position is in the process of being reviewed by McGrath. McGrath is projected to give their recommendations to the Administration Committee in June. This is regarding phases 3 and 4 of the compensation study.

NEW POSITIONS/RECLASSIFICATIONS

Doucette informed that because we are in the middle of a compensation study, reclassification requests will not be accepted this year. Please contact Admin/HR for new positions requests.

COOP UPDATE

Doucette informed that most departments submitted their COOP worksheets and encouraged the rest to complete theirs soon so that a comprehensive, county-wide COOP plan can be started.

HEALTH ASSESSMENT & WELL-BEING

Corbin reminded the group that the Health Assessment & Well-Being Program is open early for employees to complete. The official push for the Health Assessment will start on May 1 to be completed by May 31.

GOVERNMENT CENTER/COURTHOUSE PARKING

Liebaert informed that the city and county have acquired the lot kitty corner to the Government Center parking lot. Arrangements will be made to make it at least a temporary parking spot in response to this year's Belknap Street reconstruction, which will reduce parking around the facilities.

OTHER BUSINESS

Wick informed that protestors are expected today in the Courthouse for a trial.

Erickson informed that the Veterans Expo in April 24. The VSO, Bong Center and Mayor Paine are expected to host on Memorial Day weekend welcoming in the summer season.

TOPICS FOR FUTURE MEETINGS

No new topics were introduced.

ADJOURN

Meeting adjourned at 9:21 a.m.

Respectfully submitted,

Aaron Fregard
Administrative Assistant