



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, April 23 2019

9:30 am

Room 270 Government Center

MINUTES

Present: Candy Holm-Anderson, Linda Corbin, Zach DeVoe, Ann Doucette, Brian Erickson, Jen Stank for Mark Fruehauf, Bob Galovich, Jason Jackman, Carol Jones, Keith Kesler, Jaime McMeekin, Tracy Middleton, Gerald Moe, Mary Pardee, Carolyn Pierce, Susan Sandvick, Pat Schanen, Becky Severson, Kelly Thimm.

Meeting called to order at 9:30am.

Departmental Fees (Public Charges for Service): Administration asks Department Managers to submit public charges to be reviewed again in the Executive/Administration Committee meeting. Further review will take place in June at the County Board meeting. Managers should make submissions to Holm-Anderson by the last week of May 2019.

Nationwide Retirement: Doucette states County is reviewing a possible loan/line of credit retirement option through Nationwide Retirement (NRS). Asks Department Managers to email or otherwise bring up feedback they may have.

Capital Projects: Capital projects will not be approved until June meeting; tentatively it looks like some funding is available for merit rewards. Doucette will continue to review requests and committee prioritizations.

Personnel Policy Review: County Board made updates to personnel policies, meal reimbursements went up \$1.50 per day following average data taken from several other Wisconsin counties and cities. Administrative Assistant will send out updated policies to Department Managers and Accounts Payable for review. Changes took affect after the County Board Meeting on 04-18-2019.

Department Manager Retreat: Administrative Assistant reviewed tentative agenda, retreat taking place Monday June 10th at Solon Springs Community Center. Department Managers and deputies are asked to RSVP.

Other Business: Erickson states that today from 3-7 is the Veterans expo, over 60 vendors are attending. Corbin reminds Department Managers of Health Assessment Kickoff on May 1st, further states that employees can start the program now if desired.

TOPICS FOR FUTURE MEETINGS: No new topics were introduced.

Next meeting – May 21, 2019 at 9:30 am in Room 270

Meeting Adjourned at 9:50 am

Respectfully Submitted,

Melissa Pratt, Recording Secretary