



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 27th

9:30 am

201, Chambers Boardroom

MINUTES

Present: Anna Carlson, Linda Corbin, Zach DeVoe, Ann Doucette, Tyler Edwards, Jenn Stank for Mark Fruehauf, Carol Lindegren for George Glonek, Jon Harris, Carol Jones, Mark Liebaert, Tracy Middleton, Gerald Moe, Mary Pardee, Carolyn Pierce, Sue Sandvick, Becky Severson, Dave Sletten, Michele Wick, Darrell Witt

Meeting called to order at 9:30am.

Department update: Department managers discuss updates with Administrator. Some departments in the recruitment process for positions and are short-staffed. Various projects such as ordinance revisions and back-scanning were highlighted.

Merit rewards: Administrator reminds group that merit rewards were not given out in 2020 due to dire revenue predictions from the state. Group engages in open discussion regarding merit reward procedure.

Capital projects: Capital projects requests are due to the Administrator on May 7th. Most are going through standing committee. Joint/executive admin committee meeting will be held on the first Thursday in June (June 3rd). Those managers with capital projects requests are encouraged to attend.

Vacation policy: Administration seeks feedback on the vacation policy and schedule, and possible updates/revisions.

Health Assessment/Well-Being program: Human Resources reminds managers of the Health Assessment/Well-Being program. Officially begins on May 1st, employees must complete both programs for additional incentive.

Meeting Adjourned at 10:24 am

Respectfully Submitted,
Melissa Pratt, Recording Secretary