



# 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.

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### DEPARTMENT MANAGERS MEETING

**Tuesday, August 18, 2020**

**9:30 am**

Room 201 Government Center

### MINUTES

**Present:** Candy Anderson, Zach DeVoe, Ann Doucette, Tyler Edwards, Erick Hudson, Carol Jones, Jason Jackman, Mark Liebaert, Jaime McMeekin, Tracy Middleton, Jerry Moe, Carolyn Pierce, Susan Sandvick, Pat Schanen, Becky Severson, Dave Sletten, Jenn Stank, Michele Wick, Darrell Witt.

Meeting called to order at 9:30am.

**Department update:** Present department managers provide updates to County Board Chairman and Administrator regarding their operations. Several departments have had staff working remotely; others have staff returning to the office.

**Budget:** Anderson states sales tax through July was higher than anticipated; interest on delinquent taxes is lower. Department managers are reminded to meet with finance regarding their budgets.

**Capital Projects:** Doucette states some capital projects are moving forward, others have been postponed until October, when there may be a better understanding on how COVID-19 has affected County revenue. Those projects approved have been because of safety reasons or cost-effective updates to equipment.

**Merit Rewards:** Doucette states the merit reward process goes through capital projects, similarly to other projects, merit rewards have been postponed. The process will be reviewed when other capital projects are reviewed in October.

**Well-Being Activity Reminder:** Doucette reminds group of the well-being activity deadline, asks department managers to pass the reminder along to staff.

**Other Business:** None presented by group. Doucette thanks department managers for their hard work and assistance during these uncertain times.

Meeting Adjourned at 10:02 am

Respectfully Submitted,  
Melissa Pratt, Recording Secretary