

**EMPLOYEE RELATIONS COMMITTEE
DOUGLAS COUNTY
Tuesday, November 18th, 2019, 9:30 a.m., Courthouse Room 207-C
1313 Belknap Street, Superior, Wisconsin**

Meeting was called to order at 9:32 a.m. by Lundgren.

HOLIDAY PARTY

Lundgren compiled notes prior to meeting to include that VIP has been reserved for December 13th with the food being the same amount as last year; there were very little leftovers. Lundgren suggested there be more prominent signs for dietary restrictions (i.e., gluten free). Minter suggested to have those foods on a separate table. Hale suggested people with dietary restrictions note that in an RSVP. Lundgren stated coffee and water will be available with other drinks available for purchase. Lundgren recommended a playlist of songs be played in the background in lieu of a DJ. Rowe suggested to gather song ideas from employees. Lundgren reported the games from last year were a hit and would recommend having those games again (large Jenga, bean bag toss, board games, etc.). Corbin volunteered to take care of the table decorations. It was discussed to have departments challenge each other with a basket donation, similar to last year. Several donations have already been gathered from area businesses; less quantity of prizes with higher values will be awarded this year. Tickets will be available for purchase in the Administrative Suite 301 (City and County) and the County Clerk's Office (room 101). There was discussion to have an early bird price of \$10 per ticket and a door price of \$15 per ticket. There will be a flyer and attachments emailed out as well. It was discussed to indicate on flyer that food will be from 5 p.m. to 7 p.m. and drawings will be random throughout the night.

Minter thanked the committee for following up and getting the handicap door in the Jail. Lundgren suggested we keep track of successful ideas brought up at the meetings.

Minter reported concerns about the smoking policy in regards to safety of inmates while Jail staff are on their breaks. Doucette stated there will be further discussion on this topic.

Next meeting December 10, 2019 at 9:30 a.m. in Courthouse Room 207-C.

Meeting was adjourned at 10:08 a.m.

Respectfully submitted,

Holly Mortenson
Human Resource Department Representative/Recording Secretary