

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Thursday, January 5, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Adam Fischer, Lance Pliml, Donna Rozar, Laura Valenstein (via Webex)

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Ed Newton, PaNyia Yang, Kimberly McGrath, Kelli Francis, Trent Miner, Heather Gehrt, Ryan Boeshaar, Marissa Kornack, Amy Kaup, Sue Smith, Kim Stimac, Mary Schlagenhaft, Kyle Theiler, Angel Meddaugh, Nick Flugaur, Travis Hofer

The meeting was called to order by Chair Wagner at 9:00 a.m.

During public comments, Supervisor Clendenning stated that he would like to speak on the Marshfield Fairgrounds Discussion agenda item. The Committee decided to hear the comments during the respective agenda item.

Motion (Rozar/Pliml) to approve the consent agenda. Motion carried unanimously.

Pliml gave a brief update on ARPA funds and stated that there would be an ARPA Adhoc Committee meeting scheduled before the end of the month.

County Clerk Miner presented a resolution to amend the 2022 Elections budget due to the purchase of upgraded accessible voting equipment.

Motion (Rozar/Pliml) to approve the resolution to amend the 2022 Elections budget. Motion carried unanimously.

Wellness Coordinator Boeshaar gave an update on Wellness Program activities.

Treasurer Gehrt provided an overview of the history of the Treasurer Coordinator position in her office, efficiencies and software that has been implemented to streamline processes, and explained to the Committee that she would like to eliminate the position because it is no longer justified. Eliminating the position will result in a permanent layoff of the employee currently holding the position and the action needs to be taken by the Committee.

Motion (Fischer/Pliml) to eliminate the Treasurer Coordinator position. Motion carried unanimously.

Finance Director Newton provided an update on Finance Department activities.

Deputy Finance Director Yang presented a resolution for Committed Funds. Wagner questioned if the funds can be used for anything other than what they are allocated for and Yang confirmed that they are committed to what they are budgeted for.

Motion (Rozar/Fischer) to approve the resolution for Committed Funds. Motion carried unanimously.

Newton asked the Committee for direction on how they would like to proceed with the \$25,000 budgeted in 2023 for the Marshfield Fairgrounds. Newton explained that when there was an active agreement with the City of Marshfield, the check for the funds was issued in January of each year, but that agreement has since ended. Discussion ensued. The consensus of the Committee was that the money is allocated, but won't be disbursed until there is an identified project.

Human Resources Director McGrath presented an updated draft revision of the Workplace Violence Prevention Policy, a memo regarding the policy from legal counsel, and a compilation of Department Head comments on the

policy. Discussion ensued at length. The Committee directed McGrath to bring back a finalized version of the policy to the February Committee meeting.

There were no comments from the chair.

Items for next agenda: Discussion American Rescue Plan Act
Workplace Violence Prevention Policy

The next regular Committee meeting is February 7, 2023 at 9:00 a.m.

Wagner declared the meeting adjourned at 9:40 a.m.

Minutes recorded and prepared by Kelli Francis. Minutes in draft form until approved at the next meeting.