

DEPARTMENT HEADS MEETING
Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452
Thursday, September 19, 2019 at 8:30 a.m.
County Board Room 257

Members in attendance checked:

<input checked="" type="checkbox"/> G. Bayne-Allison	<input type="checkbox"/> John Hanz	<input type="checkbox"/> Art Lersch	<input checked="" type="checkbox"/> Nathan Walrath
<input checked="" type="checkbox"/> Nancy Bergstrom	<input type="checkbox"/> Shelley Hersil	<input checked="" type="checkbox"/> Dan Leydet	<input type="checkbox"/> Ken Schneider
<input checked="" type="checkbox"/> Matt Bremer	<input checked="" type="checkbox"/> K. Kleinschmidt	<input checked="" type="checkbox"/> Chris Marlowe	<input type="checkbox"/> Paul Proulx
<input checked="" type="checkbox"/> Becky Byer	<input type="checkbox"/> Sarah Koss	<input type="checkbox"/> Dan Miller	
<input checked="" type="checkbox"/> Pat Gierl	<input checked="" type="checkbox"/> Rick Wolf	<input checked="" type="checkbox"/> September Murphy	
<input type="checkbox"/> Kim Gochanour	<input checked="" type="checkbox"/> Renee Krueger	<input checked="" type="checkbox"/> Marie Peterson	
<input checked="" type="checkbox"/> Jason Hake	<input checked="" type="checkbox"/> David Smith	<input checked="" type="checkbox"/> Diana Petruzates	

Agenda Item #1 Call the meeting to order

Meeting was called to order at 8:30 a.m. by Jason Hake.

Agenda Item #2 Review of Previous Minutes

Minutes from the 8/22/19 meeting were approved by consensus.

Agenda Item #3 2020 Budget Updates – Dan Leydet

Dan stated that the 2020 budget is balanced. At the August meeting there was a \$270,000 deficit which was made up by the resolution 2019-08-39 Posting Legal Notices, Pine Crest moving to NCHC which resulted in a health insurance savings (\$110,000), eliminating a vacant position (\$80,000), increasing child support revenue, decreasing contingency to \$450,000. Dan also mentioned that going forward vacant positions will need to be scrutinized more closely to see if we can function without. It is much easier to not refill positions than layoff an employee.

Agenda Item #4 Health Insurance Update – Jason Hake

Jason handed out and reviewed the health insurance plan design changes that were approved by the health insurance trustees. Jason also stated that the wellness program would be eliminated due to regulatory changes. This means there will be no bio screens in 2019 and premiums will need to be restructured. The premium restructure will reduce premiums down to one premium which will include full-time and part-time. This premium will be based on the prior year premiums and will be the lowest premium option, so employees will not see a premium increase for 2020. Employee benefit meetings will be held October 15, 16, 17.

Agenda Item #5 Res 2019-08-39 Posting Legal Notices/Q&A – N.L. Bergstrom

Bergstrom highlighted resolution 2019-08-39 and what is required to be posted. Bergstrom also answered the question that this resolution does not restrict departments from posting items that were previously posted. That is a business decision that each department needs to make. Bergstrom stated that anyone that has questions regarding what is required to be posted should contact her for clarification.

Agenda Item #6 Four Day Work Week – Matt Bremer

Matt Bremer brought up the discussion of having the county go to a four day work week. The advantages, disadvantages and challenges were discussed. This led to a larger discussion around recruitment and retention. Departments will send Jason their ideas to help with recruitment and retention and he will compile the results and bring to the next department head meeting. Jason requested these be emailed no later than October 10th.

Agenda Item #7 “County Access to MSDS Online” Your link to all data sheets regarding hazardous chemicals in the county – Pat Gierl

Pat did a demonstration on how to utilize the new MSDS Online software.

Agenda Item #8 Department Updates

David Smith gave an update that the servers have been updated and were completed without having to disconnect employees from the network.

Jason Hake asked that department heads update their Mission Statements for the 2020 budget book. There is a 2020 folder created in the Global drive. He asked that this be completed by October 11th.

Jason Hake stated he has been working on creating a grant/donation policy at the direction of the A&L Committee. He will be sending it out when completed so departments can review and it can be discussed at the following department head meeting.

Set Next Meeting Date – Jason Hake

October 15, 2019 at 8:30 a.m.

Next Meeting

Minutes Prepared by: Jason Hake, Administrative Coordinator