



DOUGLAS COUNTY

OFFICE OF ADMINISTRATOR

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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, February 14, 2017

9:00 am

Room 270 Government Center

MINUTES

Present: Candy Anderson, Linda Corbin, Brian Erickson, Mark Fruehauf, Jon Harris, Carol Jones, Jason Jackman, Lisa Johnson, Keith Kessler, Andy Lisak, Tracy Middleton, Jerry Moe, Steve Rannenberg, Pat Schanen, Kelly Thimm, Darrell Witt, Zach DeVoe.

WELCOME AND REVIEW OF AGENDA: Lisak welcomed all.

SUPERIOR DAYS

Lisak updated Department Managers on Superior Days – Focused effort this year are four topics: Better City Initiative, continued support for higher education, continued push for .5% sales tax for local highway projects, and payment in lieu of taxes to towns for county forest land. Lisak asked everyone to think of any issues your department is facing for next year's Superior Days.

CAPITAL PROJECTS REQUEST

Lisak reviewed the Capital Projects process with Department Managers. This year, the Administrator's recommendation will go to a joint meeting of the Executive and Administration Committees. Lisak requested that Managers submit capital project requests to him by April 14th, 2017.

POSITION RECLASSIFICATION REQUEST PROCEDURE

Corbin went over Reclassification Request Procedure and asked that all requests be submitted by April 14th, 2017 to Human Resources.

HEALTH ASSESSMENT & WELL-BEING

Corbin stated employees are able to complete well-being assessment now; however Human Resources will be sending out reminder notices.

DEPARTMENT MANAGERS RETREAT

Schanen suggested we consider a department head retreat that would include showcasing several departments (highway, forestry, and zoning) as well a strategic planning session. Lisak requested feedback on the strategic planning/team building idea. Lisak will send out an email seeking volunteers for a planning group.

2017-2019 WISCONSIN BUDGET

Lisak reported that Governor Walker's 2017-2019 budget proposal was released last week and suggested Department Managers review the proposal for any items that might impact their respective departments and share that information with him.

TOPICS FOR FUTURE MEETINGS

Department Managers retreat
Capital Projects

OTHER BUSINESS

Department Managers provided updates on each department news and business.

Next meeting is March 21st, 2017 9:00 a.m.

Meeting Adjourned at 10:15 a.m.

Respectfully submitted,

Holly Mortenson, Recording Secretary

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