

**EMPLOYEE RELATIONS COMMITTEE
DOUGLAS COUNTY
Tuesday, March 14th, 2016, 9:30 a.m., Courthouse Room 207-C
1313 Belknap Street, Superior, Wisconsin**

Meeting was called to order at 9:30 a.m. by Rannenber.

ROLL CALL

Present: Steve Rannenber, Marvin Finendale, Charlie Glazman, Mark Hager, Bob Hanson, Tiffany Jenner, Holly Mortenson, Tracy Ruppe, Lisa Freier, Tracy Middleton, Andy Lisak, Linda Corbin.

Absent without Alternate: Michael Stein, Kaci Lundgren (excused), Dan Howe, and Ellen Oaks.

REVIEW OF DECEMBER, 2016 MINUTES

No revisions; minutes accepted.

NEW MEMBERS

New members, Holly Mortenson and Lisa Freier, were introduced. Tracy Middleton was present to observe.

2017 PARKING STUDY

Lisak provided handout that explained the results of the Parking Study which will take effect in 2017/2018 when the Belknap construction project is underway. When the stretch of Belknap Street in front of the Courthouse is reconstructed in 2018, it will bring up some issues for parking for the Courthouse and Government Center. Lisak explained the importance of looking at this with long term goals in mind. For example, using this opportunity to do a trial run for a single entrance building (secure entrance) where all customers enter through one door. The Administration Committee met on March 2nd, 2017 to review Lisak's proposal. Options 1 and 2 were considered; Option 1 being to build a parking lot on the corner of Cumming Avenue and N. 14th Street, which would create 5-6 extra parking spaces. Option 2 being to build a parking lot on the corner of Cumming Avenue and N. 13th Street, which would create about 30 parking spaces.

ENHANCING EMPLOYEE RECOGNITION

The current recognition program (Employee of the Quarter) has been in place 19+ years and has run its course. The committee had discussion on what steps can be taken to implement a new plan. Topic has been added to future agenda items. It was agreed upon that department managers need to promote recognition to their employees. Lisak suggested adding employee of the quarter explanation to new hire orientation.

EMPLOYEE OF THE QUARTER SUB-COMMITTEE SIGN UP

Present members signed up for employee of the quarter nomination selection.

COMPENSATION PLAN

Lisak explained that the compensation plan requested proposal were mailed out on Friday, March 10th, 2017 to 30 firms for review. The proposals are due by April 13th, 2017. The Administration Committee will meet in May to select firm to conduct the compensation plan.

FUTURE AGENDA ITEMS

Reward System Revamp/Employee Recognition
Construction/Parking Plan 2017

Next meeting June 13th, 2017 at 9:30 a.m. in Courthouse Room 207-C.
Meeting was adjourned at 10:13 a.m.

Respectfully submitted,

Holly Mortenson
Human Resource Department Representative/Recording Secretary