



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, August 16th, 2016

9:00 am

Room 270 Government Center

MINUTES

Present: Candy Anderson, Daniel Blank, Brian Erickson, Bob Galovich, Jon Harris, Carol Jones, Jason Jackman, Lisa Johnson, Andy Lisak, Gerald Moe, Christine Ostern, Carolyn Pierce, Steve Rannenberg, Patricia Schanen, Kelly Thimm, Gayle Wahner, Michele Wick, Darrell Witt, James Anderson. **Absent with notice:** Keith Kesler, James Anderson, Linda Corbin, Jaime McMeekin, Susan Sandvick. **Absent:** George Glonek, Rebecca Lovejoy.

WELCOME AND REVIEW OF AGENDA: Lisak welcomed all.

COUNTY 2017 BUDGET PROCESS: Lisak went over the 2017 Budget process and explained the \$1.2 million challenge to make the 2017 Budget balance. Factors include: sales tax collections below budget, funding the compensation plan, position reclassifications, proposed, new positions, a modest adjustment to the compensation plan, and an increase in our health insurance renewal rate. Lisak has met with several Department Managers to discuss their budgets, and will continue to do so for the remainder of the month. Lisak has been meeting with chairs of committees of jurisdiction for portions of the budget meetings as well, to make the process as transparent and smooth as possible. Lisak is optimistic that we will meet the challenges of the budget and present a budget that is balanced, responsible, and sustainable. The budget will be presented to the Administration Committee on September 22, 2016, with the County Board taking action on the budget on October 25, 2016.

PROCUREMENT POLICY REVIEW: Anderson went over procurement policy and provided outline of the policy for Department Managers to review. Anderson mentioned that it will effect some departments more than others and requested all managers read the policy and contact her with any questions.

HEALTH INSURANCE: Lisak reviewed HealthPartners health insurance rate renewal that came back with a significant increase due to some large claims over the past twelve months. The Health Benefits Committee continues to explore options to keep health benefit cost increases to a reasonable amount. Lisak expects a recommendation from the committee sometime next week.

OTHER BUSINESS:

Department Managers provided updates.

Next meeting – September 20th, 2016 **in room 270**

Meeting Adjourned at 9:50am

Respectfully Submitted,
Helena Frost, Recording Secretary