

**Employee Relations Committee**  
**Douglas County**  
**Tuesday, March 14<sup>th</sup>, 2022, 9:00AM, Courthouse Room 207-C**

Meeting called to order at 9:00AM

**Present:** Sarah Boettcher, Darcie Burbul, Wendy Bong (arrived at 9:45), Linda Corbin, Carol Jones, Stacey Minter, Melissa Pratt, Kate Reitzel, Catherine Schmisek, Carissa Skifstad, Ashley Vande Voort.

**Absent:** Tiffany Jenner, Char Kastern, Kathy Ronchi, Alex Rowe, Marquise Slay, Emily Tribby.

**New Member Introductions:** Committee welcomes new members Kate Reitzel for Probate, Ashley Vande-Voort for Conservation/Land Services, and Sarah Boettcher as an alternate for Human Resources.

**Review of Holiday Party:** Members received positive feedback from City and County employees regarding holiday party in January 2023. Burbul reviews funds and attendance. Committee makes suggestions on holiday party for next year, and reviews feedback regarding an additional party planning committee.

**Financial Account:** Members discuss possibility of a financial account for the committee; further review by the Finance Department will be necessary. Corbin indicates existence of a holiday party cost center that can be used for future social events.

**Second Quarter Newsletter:** Skifstad will work on second quarter newsletter for release in May. Focus on Veteran's Services, Memorial Day, and Veteran Display in Government Center.

**Summer Party:** Committee discusses ideas for a summer gathering possibly in mid-late August. Committee will work with Roe and Forestry Director to gather information for the next meeting. Committee brainstormed some ideas including games, potluck, and locations.

**Employee of the Quarter:** Committee reviews three nominations received; committee recommends Cindy Warbalow with the DA's office for nomination.

**Other Business:** Committee discusses issues with vending machines and a Government Center map. Burbul will continue to gather information on vending machine providers and Jones will develop a Government Center map with office locations for the public. Discussion on future agenda items for next meeting.

**Future Agenda Items**

Party Committee Discussion  
Vending Machine Update  
Floor Plan  
Newsletter  
Committee Nomination  
Employee Incentive Discussion  
Continuing Ed./Inter-Department Education  
Other Business

Next meeting June 13<sup>th</sup>, 2023 at 9:00AM in Courthouse Room 207-C.

Meeting was adjourned at 9:47AM

Respectfully submitted,  
Melissa Pratt, Recording Secretary