

Management Team Meeting Notes
February 3, 2021

Department Heads/Managers Present: Holly Wilson, Karly Feters, Noelan Lange, Susan Shaw, Beth Crook, Neal Knopik, Mike Virnig, Mike Wimmer, Michele McPherson, Daryl Moeller, Susanne Hinrichs

Introductions: None necessary.

Public Health Update: Community Health Services Supervisor Kay Winterfeldt discussed the current nationwide, statewide, and county COVID-19 statistics. Winterfeldt discussed school distance learning and the Milaca Schools recommendation for hybrid-learning.

Personnel Report: HR Manager Karly Feters will be handling more interviews and general HR tasks in the Administrative Services Office.

Administrator Report: Holly Wilson stated that the County Administrator Pat Oman resigned on Sunday, January 31, 2021. Wilson stated that per her job description, she has now taken on the duties of the County Administrator. Wilson stated that the County Board was discussing the options of hiring the replacement as a County Administrator or County Coordinator. The Board will likely hire an outside firm to fill the position.

Wilson stated that Management Team Meetings will be held on the Wednesday following a County Board Meeting going forward. Wilson noted this will allow discussions concerning the County Board's recent decisions. Wilson stated that Management Team Meetings should include topics concerning other County departments, rather than day-to-day processes.

Wilson stated that department heads or managers that had weekly meetings with Pat Oman should meet with Holly Wilson going forward. Wilson requested that each department head or manager set up an initial meeting to bring Wilson up to date on recent projects; Wilson noted that meetings do not need to be weekly going forward unless discussed otherwise.

Wilson reviewed the County Board Meeting, including the tabled One Watershed, One Plan agreement. Wilson stated that department heads and managers will receive an email notification once the County Board agenda has been finalized and placed on the County website.

Wilson stated that the Environmental Resources Director Chris Burg will be starting on Monday, February 8, 2021. Mr. Burg is new to the management roll, but very familiar with Environmental Resources.

Round Table:

- Beth Crook – Community and Veterans Services (CVS) Director Beth Crook questioned how vacation and time off will be requested going forward for department heads. Wilson stated that department heads may put it on their calendar, as previously completed.

- Don Lorge – County Sheriff Don Lorge nothing new to note; will schedule a meeting with Wilson in the near future.
- Neal Knopik – County Engineer Neal Knopik stated that he will meet with Wilson next week.
- Julie Peterson – Emergency Manager Julie Peterson will schedule a meeting with Wilson to discuss everything going on with Emergency Management.
- Karly Fetters – HR Manager Karly Fetters stated that the Preparedness Plan was updated and approved by the Board at the February 2, 2021 meeting. Fetters emailed the revised version to all staff this morning. Fetters discussed mask use in fleet vehicles, social distancing, and social gatherings. Fetters discussed a minor update to the Personnel Policy; the most recent version will be available on the County website.
- Michael Virnig – Technology Services Manager Mike Virnig met with Wilson today, covered all necessary topics at that meeting.
- Mike Wimmer – Economic Development Manager Mike Wimmer will be meeting with Wilson; discussion will occur regarding the grant application process going forward.
- Michele McPherson – Land Services Director Michele McPherson stated that she has submitted her resignation. McPherson stated that a “frequently asked questions summary” for County residents about the tribal lawsuit as a helpful resource for the public.
- Noelan Lange – Facilities Operations Manager Noelan Lange will be meeting with Wilson in the near future to discuss ongoing projects.
- Susan Shaw – SWCD Director Susan Shaw discussed the One Watershed One Plan agreement that was previously tabled and how to proceed moving forward. Shaw discussed a watershed ditch discussion that will be occurring with Wilson and Knopik in the near future.
- Susanne Hinrichs – U of M Extension Office Regional Director Susanne Hennrichs discussed the quarterly U of M Extension meetings and welcomed Wilson to attend in Oman’s absence. Hinrichs discussed regular Extension Office staff meetings and scheduling a meeting with Wilson in the future.

Meeting adjourned 2:31 p.m.