



MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, March 11, 2021, at 4:00 p.m.**

Meeting Location: **Courthouse Assembly Room, B-105, 500 Forest Street, Wausau WI**

Committee Members: Kurt Gibbs Chair; Craig McEwen, Vice-Chair; Matt Bootz; Tim Buttke; Randy Fifrick; Sara Guild, Jacob Langenhahn, Alyson Leahy, John Robinson, E.J. Stark

Marathon County Mission Statement: *Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

Executive Committee Mission Statement: *The Executive Committee of the Marathon County Board exists for the purpose of implementing the County's Strategic Plan by coordinating policy formation among the Committees, and providing leadership for all County Board policies through supervision of Administrative staff.*

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Executive Committee members and the public to attend this meeting remotely. Instead of attendance in person, Committee members and the public may attend this meeting by **telephone conference**. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees. Persons wishing to attend the meeting by phone may call into the **telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:**

Phone #: 1-408-418-9388

Access Code: 146 159 7938

When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!**

1. Call Meeting to Order

2. Public Comment (15 Minutes)

3. Approval of the February 11, 2021, Executive Committee Meeting Minutes

4. Policy Issues for Discussion and Possible Action

- A. Discussion of proposal to include Comprehensive Plan Objective 3.8 – Endure Marathon County is an Open, Inclusive, and Diverse Place to Live and Work – Into the Strategic Plan
- B. Roll Call Vote Request - When Meeting via WebEx (Robert Rules of Order)
- C. Items to be Reviewed at Rules of Review Committee
- D. Rules of Review Committee Member Interest
- E. County Board Supervisor Education & Development Plan
- F. Discussion of the Governor's Proposed Budget and how it Impacts Marathon County Government and Consideration of Next Steps over which this Committee has Policy Oversight Responsibility

5. Operational Functions Required by Statute, Ordinance, or Resolution

6. Educational Presentations/Outcome Monitoring Reports

7. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:

A. Committee members are asked to bring ideas for future discussion and educational presentations for the County Board.

B. Next Meeting: **Thursday, April 8 2021, at 4:00 p.m.**

8. Adjournment

**Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 one business day before the meeting.*

SIGNED Chair Kurt Gibbs

Presiding Officer or Designee _____

NOTICE POSTED AT COURTHOUSE

FAXED TO: Wausau Daily Herald, City Pages,

FAXED TO: and Other Media Groups

FAXED BY: T. Ranallo

FAXED DATE: 3/5/2021

FAXED TIME: _____

BY: T. Ranallo

DATE: 3/5/2021

TIME: _____



MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

Date & Time of Meeting: **Thursday, February 11, 2021, at 4:00 p.m.**

Meeting Location: Courthouse Assembly Room, B-105, 500 Forest Street, Wausau WI

| Attendance: | Present | Absent | Vice-Chairs | |
|--------------------------|---------|---------|-------------------|---|
| Kurt Gibbs, Chair | X | | | |
| Craig McEwen, Vice-Chair | X | | | |
| Matt Bootz | W | | Brent Jacobson | X |
| Tim Buttke | W | | Michelle Van Krey | W |
| Randy Fifrick | W | | Sandi Cihlar | W |
| Sara Guild | | Excused | Ka Lo | W |
| Jacob Langenhahn | W | | | |
| Alyson Leahy | W | | | |
| John Robinson | X | | | |
| E J Stark | W | | | |

Also Present: Lance Leonhard, Jason Hake, Scott Corbett, Valerie Carrillo, Meg Ellefson, and Toshia Ranallo.

Web/Phone: Chris Dickenson, William Harris, Jean Mask, Sandi Cihlar, Yee Leng Xiong, Becky Buch, Joanne Leonhard, Samantha Solin, Chad Glaze, Peter Weinschenk, Vicki Tylka, Joan Theurer, Deb Hager, John Happli, and six unidentified callers.

1. Call Meeting to Order

Meeting was called to order by Chair Kurt Gibbs at 6:00 p.m.

2. Public Comment (15 Minutes)

None

3. MOTION BY ROBINSON; SECOND BY MCEWEN TO APPROVE THE JANUARY 26, 2021 EXECUTIVE COMMITTEE MEETING MINUTES. MOTION CARRIED.

4. Policy Issues for Discussion and Possible Action

A. Survey Results Presentation by Former Deputy Administrator Deb Hager – Potential Improvements and Recommendations for the Board

Discussion:

Previous Deputy Administrator Deb Hager presented survey results from interviews with County Board members as part of the County Board Taskforce's deliberation regarding recommendations for County Board size. Interviews were conducted in late August and early September, 2020.

Prevalent themes were as follows:

- Collegial versus political approach to County Board/Committee work
- Investment in County Board supervisor education and development
- Better understanding of policy governance versus operations
- Increased transparency and accessibility to committee discussion and deliberation
- Improved communication with supervisors and the public about issues, status of policy development, hot button issues, etc.
- Respect and trust in committee process

The full report can be accessed here in the [packet](#)

On behalf of the Executive Committee and County Board, Chair Gibbs commended Hager and the Task Force for their hard work in developing the survey. He indicated there are clear opportunities that can be address immediately. Recording committee meetings would have some challenges, such as all committees meetings would have to be held at the courthouse and a cost analysis would need to be completed.

Follow Up:

Chair Gibbs will have a cost analysis prepared and will identify a funding source for recording committee meetings for the next Executive Committee meeting.

B. Marathon County serving as a Regional Vaccination Site

Discussion:

The HR Finance & Property Committee recently discussed this issue. Joan Theurer the Health Officer stated she received a call from the Dept. of Health Services on 1/19/2021 asking if Marathon County would be interested in serving as a regional vaccination site for the County Emergency Readiness Coalition. There are several of these coalitions stationed around WI. Our region serves 12 counties ranging from Iron to Portage. The state was reaching out for a potential site in Marathon County to serve as a large scale vaccination site. The WI Dept. Health Service put out bids in late fall to secure a vendor called AMI, a national company that sets up testing and vaccination sites within the US. Marathon County is one of six sites being evaluated due to population density. Including Portage, we make up 2/3 of the population in our region. They also factor in what is called as social vulnerability. This targets populations that may not visit a traditional healthcare facility and/or certain ethnic groups that have been highly infected by COVID-19. Highways are seen as a hub for extended resources. The site would need to accommodate enough staff to vaccinate 1000 people per day. Theurer met with the state planning team as well as healthcare partners Aspirus and Marshfield who have extended their support for the regional site.

This week Rock County was selected as the first regional site and will be starting on Monday, February 15th. We are in the process of evaluating three sites and will make a decision and a recommendation to the state by the end of this week.

Robinson reported the Board of Health reviewed and is in full support of the site. This will help the Health Dept. staff to reach vulnerable populations and we will also need to develop strategies to help them.

Action:

MOTION BY ROBINSON SECOND BY MCEWEN TO AUTHORIZE STAFF TO TAKE THE NECESSARY STEPS TO MOVE FORWARD IN HAVING MARATHON COUNTY BE A POTENTIAL LOCATION FOR A REGIONAL VACCINATION SITE. MOTION CARRIED.

Follow Up:

Theurer will report the selected site to the state and await their decision.

C. Consideration of Response to PPA Farm City Dinner Advertisement

Discussion:

Chair Gibbs reported Administration was made aware that the 89th PPA Annual Farm City Dinner is an in-person event being held at Stoney Creek Inn and Conference Center. The invitation has Marathon County's logo on it and it raises concern because it is contrary to the County's policy to hold in-person gatherings or events. PPA's President Chad Glaze and Executive Coordinator Samantha Solin were available to give insight and answer questions from the committee. They sincerely apologized for the miscommunication and offered to accommodate the County if a change should be needed.

A supervisor expressed concerned the event would be difficult to social distance.

A supervisor asked for clarification on what current methods of communication is used between the county and PPA and how can it be improved for the future. Moving forward, Glaze and Solin will double check with all their partners to ensure the use of their logos. Solin will also include the County Chair and Administrator to future emails.

A Supervisor questioned whether there will be social distancing because there was no reference to it on the invitation. Solin assured the committee they have been working with Stoney Creek and will encourage masks and social distancing.

Chair Gibbs thanked Glaze and Solin for their attendance and the opportunity to respond, and indicated we will all work on better communication moving forward.

Follow Up:

No follow up needed.

D. Standing Committee meeting calendar invitations

1. Should staff send WebEx calendar invitations to all County Board members as default or upon request of non-committee members

Discussion:

Chair Gibbs reported a Supervisor requested the Executive Committee discuss this matter. He further explained the two challenges to sending out WebEx invitations to all non-committee members. There could be a potential quorum if four members from another standing committee attended, and issues with having a blanket statement on all agendas stating a potential quorum could occur. Corporation Counsel advises against the blanket statement because it is not regarded as adequate public notice. Chair Gibbs suggested if a non-member of the committee would like to attend another committee, they contact the Committee Chair. The Chair would then monitor the non-committee member's attendance and then properly state on the agenda that a potential quorum of another committee could occur.

A Supervisor asked for an estimate of how many times requests are made? Gibbs - not enough data.

A Supervisor expressed concern and potential challenges of call in users and a potential quorum happening without the Chair's knowledge. Also, feels this may require a change to committee Chair's responsibilities under the county board rules and questions whether or not the Executive Committee should be taking any action on it.

A Supervisor historically attended many non-member committee meetings but thought it is somewhat nullified given the fact that all non-members of the committee can speak but not vote.

A Supervisor feels very disconnected and would like to have access to the meetings in order to stay on top of topics.

Action:

ROBINSON MADE A MOTION SECONDED BY LANGENHAN TO REFER THIS ISSUE TO THE RULES OF REVIEW COMMISSION FOR DEVELOPING A RECOMMENDATION, UNTIL THEN, NON-COMMITTEE MEMBERS ARE ENCOURAGE TO CONTACT STAFF OR COMMITTEE CHAIR FOR ACCESS. MOTION CARRIED.

Follow Up:

Forward to Rules of Review Commission.

5. Operational Functions Required by Statute, Ordinance, or Resolution

A. Resolution To Adopt A Residential Anti-Displacement And Relocation Assistance Plan

Discussion:

This is a requirement for the CDBG-CV Grant application packet even though it does not apply to our project.

Action:

MOTION BY ROBINSON; SECOND BY FIFRICK TO APPROVE THE RESOLUTION TO ADOPT A RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN. MOTION CARRIED.

Follow Up:

Forward to the County Board for the February 18th meeting.

B. Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application

Discussion:

This is a requirement to submit the CDBG-CV Grant application packet.

Action:

C. MOTION BY MCEWEN; SECOND BY LANGENHAHN TO APPROVE THE RESOLUTION TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION. MOTION CARRIED.

Follow Up:

Forward to the County Board for the February 18th meeting.

D. Resolution Celebrating Black History Month

Discussion:

Supervisor Xiong reported the Diversity Committee passed this resolution celebrating Black History Month. Supervisor Robinson contacted Xiong after discovering a more detailed resolution that could better educate the public that recognizes many contributions from the black community. Xiong also supports the resolution.

Action:

MOTION BY FIFRICK SECOND BY LANGENHAN TO APPROVE THE RESOLUTION BROUGHT FORWARD BY SUPERVISOR ROBINSON CELEBRATING BLACK HISTORY MONTH CHANGING THE FOOTNOTE FROM 43 SENTATORS TO 53. MOTION CARRIED.

Follow Up:

Forward to the County Board for the February 18th meeting.

E. Discuss Redistricting in light of Delayed Census Data

Discussion:

Chair Gibbs reported this year the Executive Committee is to make a recommendation to appoint a Redistricting Committee. Once the decennial census information is received from the Census Bureau (usually no later than March 31st), there is a sixty 60 day window that the redistricting committee would need to develop a plan and make a recommendation to the county board for the number of seats in each district. North Central Regional Planning would then create maps based on census data, state statutes, and number of seats set by the county Board. Another 60 day window would be set again to forward the plan to municipalities in order for them to look at their wards and then provide feedback to the county. Once we receive that feedback, the county board has another 60 days to make modifications and adopt the districts and forward it to the state for their feedback. There would also be a public hearing requirement.

Chair Gibbs serves on the WCA Executive Committee and the WCA Board of Directors as well as NACO, and he has been hearing the census data is going to be significantly late this year which presents a substantial challenge. The data could potentially be received after July 31st. There were preliminary discussions at the WCA for two options. To condense the windows to a 30 30 30 although Municipal Clerks felt this was not realistic in order to have required public hearings, board meetings and developing the districts. Option 2 would be to keep the current districts until 2022 and then continue with the process to be effective for the 2024 April elections for County Board Supervisory Districts.

Follow Up:

Gibbs will keep this committee informed on legislative decisions.

F. The Executive Committee may consider a Motion to Go into Closed Session pursuant to §19.85(1) (c) Wis. Stats. to consider performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, namely: the County Administrator. [Roll Call Vote Suggested]

MOTION BY LANGENHAHN; SECOND BY FIFRICK TO CONVENE IN CLOSED SESSION, PURSUANTT O §19.85(1) (C) WIS. STATS. TO CONSIDER PERFORMANCE EVALUATION DATA OF A PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY, NAMELY: THE COUNTY ADMINISTRATOR. MOTION CARRIED.

Roll Call Vote was performed:

| | |
|--------------------------|---------|
| Kurt Gibbs, Chair | Y |
| Craig McEwen, Vice-Chair | Y |
| Matt Bootz | Y |
| Tim Buttke | Y |
| Randy Fifrick | Y |
| Sara Guild | excused |
| Jacob Langenhahn | Y |
| Alyson Leahy | Y |
| John Robinson | Y |
| E J Stark | Y |

A. Motion to Return to Open Session [Roll Call Vote not necessary]

MOTION BY LANGENHAHN; SECOND BY FIFRICK TO RETURN TO OPEN SESSION. MOTION CARRIED.

B. Possible Announcements or Action Resulting from Closed Session

MOTION BY ROBINSON SECOND BY MCEWEN TO ACCEPT THE EXECUTIVE SUMMARY OF THE ADMINISTRATOR'S PERFORMANCE APPRAISAL FOR THE PERIOD OF JANUARY 2020 TO JANUARY 2021 AND TO BE PLACED IN THE ADMINISTRATOR'S PERSONNEL FILE. MOTION CARRIED.

2. Educational Presentations/Outcome Monitoring Reports

None

3. Next Meeting Date & Time, Location, Future Agenda Items

- Next Meeting: **Thursday, March 11 2021, at 4:00 p.m.** in the Courthouse Assembly Room

4. Announcements

None

5. Adjournment

There being no further business to discuss, **MOTION BY McEWEN; SECOND BY LANGENHAHN TO ADJOURN THE MEETING.** Meeting adjourned at 6:29 p.m.

Respectfully submitted by,
Toshia Ranallo

Strategy
A

Promote health equity.

Strategy
B

Develop a plan to reduce and eliminate health and social disparities.

Strategy
C

Promote cultural competence.

Strategy
D

Cultivate an environment where cultural diversity can flourish.



OBJECTIVE 3.8: Ensure Marathon County is an open, inclusive, and diverse place to live and work.

By December 31, 2021, County Administration will develop and present a policy aimed at building the most qualified workforce possible by recruiting, retaining, and developing a diverse workforce (relative to race, gender, physical ability, personal experience, socio-economic status, etc.) to the Human Resource, Finance & Property Committee and the Diversity Affairs Commission.

Outcome Measure 1

By December, 31, 2022, County Administration will substantially implement the plan described in Outcome Measure 1.

Outcome Measure 2

By July 1, 2021, the Diversity Affairs Commission will develop and present a Strategic Plan aimed at implementing each of the strategies described above.

Outcome Measure 3

Departments Contributing

County Administration,
Employee Resources,
Corporation Counsel,
All Marathon County
Government Departments



4. Outcome Measurers for Strategic Plan Objective 3.8-Endure Marathon County is an Open, Inclusive and Diverse Place to Live and Work –referred from the Executive Committee

Supervisor Xiong reviewed Objective 3.8 as discussed at the Diversity Affairs Committee to have the most qualified individuals to work at Marathon County. The timeline has been extended to December 31, 2021 for County Administration to carry out the work. County Administrator Leonhard stated that the timeline for July 2021 should be extended to December 2021 and will be more easily met.

Robinson has language changes to outcome measurement 1 and extending the deadline. Therefore the Committee would recommend the above changes to reflect the measures recommended by the Diversity Committee and change in deadline for consideration at the Executive Committee.

Motion by Xiong and seconded by Leahy to modify Strategic Plan 3.8 Objective 1 to, “By December 31, 2021, County administration shall develop and present a policy aimed at building the most qualified workforce possible by recruiting, retaining and developing a diverse workforce (relative to race, gender, physical ability, personal experience, socio-economic status, etc.) to the Human Resource, Finance and Property Committee and the Diversity Affairs Commission”; vote unanimous

5. Potential Role for Marathon County In Community Partners Campus Project

Robinson received a memo from Community Partners for a funding request for a capital project for the Community Partners facility for a multi-purpose building for multiple non-profits. Corbett-Counties are created by the state and given their authority by the State and can complete only those activities as provided in the statutes. This is not one of the programs that the County can fund in regards to Community Partners. We do and can provide financial support to some of the non-profits that will reside in the building.

In light of Corporation counsel’s opinion we can relay to Community Partners that the County lacks of statutory authority to funding this capital project.

6. Resolution for the Reauthorization of Self-Insurance for Worker’s Compensation

Employee Resources Director Matel provided information on the need for a resolution for self-insurance for Worker’s Compensation to be approved every 3 years.

Motion by Gibbs and seconded by McEwen the reauthorize the; vote unanimous

7. Resolution Awarding the Sale of \$5,830,000 General Obligation Promissory Notes, Series 2021A

Motion by Gibbs and seconded by Fisher to move forward to County Board the Resolution Awarding the Sale of \$5,830,000 General Obligation Promissory Notes, Series 2021A contingency upon the committee meeting on February 25 to approve the bid award from February 25; vote unanimous

8. Resolution Awarding the Sale of Not to Exceed \$19,000,000 General Obligation Health Care Project Building Bonds, Series 2021B-Palmer

Motion by Gibbs and seconded by McEwen to move forward to County Board the Resolution Awarding the Sale of Not to Exceed \$19,000,000 General Obligation Health Care Project Building Bonds, Series 2021B contingency upon the committee meeting on February 25 to approve the bid award from February 25; vote unanimous

6. Policy Issues Discussion and Committee Determination

A. HR and Finance Committee Work Plan Prioritization Tool and Schedule

The packet has a schedule of the projects and reporting departments for each activity. These items would be a focus for the monthly educational meeting. Committee members will work with County Administration to assemble workgroups. The CIP policy would be a workgroup of people that would develop criteria and provide recommendations to the committee. Each workgroup meeting might need to be posted depending on the function of the workgroup. Corporation Counsel will bring back recommendations for the committee in regards to the workgroups. No formal action taken

- 1 Update on Work Plan Priority List with Programs, Outcomes and Activities
 - a. Evaluation of Marathon County’s Health Insurance Alternatives

Information regarding Governor Ever's Budget

([Budget in Brief](#), [Full Budget](#), [WCA summary](#))

Update on potential Federal COVID package – [NACo overview](#)