

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, MARCH 12, 2019
MINUTES
4:00 P.M.**

1. Call to Order

2. Roll Call – Russ Cotton (Ch.), Emily Barker, Danny Steffen, Chuck Nagel all present. Jason Spence (v-ch) excused.

3. Approval of Minutes

a. Approval of February 13, 2019 regular meeting minutes.

Motion made by Barker to approve the February 13, 2019 minutes, seconded by Nagel. *Motion passed.*

4. Public Input

5. Appointments

a. Appointment of Barry Logan to the Tri-County Regional Planning Commission for a 1 year term expiring November 30, 2019.

Motion to appoint Barry Logan to the Tri-County Regional Planning Commission for a 1 year term expiring November 30, 2019 made by Steffen, seconded by Barker. *Motion passed.*

b. Reappointment of Mike Adams to the Roanoke Fire Protection District board for a 3 year term expiring May 13, 2022.

Motion to reappoint Mike Adams to the Roanoke Fire Protection District board for a 3 year term expiring May 13, 2022 made by Nagel, seconded by Barker. *Motion passed.*

c. Reappointment of Dan Magnuson to the Roanoke Fire Protection District board for a 3 year term expiring May 13, 2022.

Motion to reappoint Dan Magnuson to the Roanoke Fire Protection District board for a 3 year term expiring May 13, 2022 made by Barker, seconded by Nagle. *Motion passed.*

6. Approval of Claims

Motion to approve March 2019 claims made by Nagel, seconded by Barker. *Motion passed.*

a. County Board Per Diem

Two claims were presented one for Bryant Kempf and one for Emily Barker. Motion to approve per diem claims for Kempf and Barker made by Nagle, seconded by Steffen. *Motion passed.*

Ms. Barker abstained.

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7. Unfinished Business

- a. Discussion and approval of Long term lease for ADDWC

Motion to approve the long term lease for ADDWC made by Nagel, seconded by Steffen. It was asked what changes were made in the agreement and stated that a parcel was included, and wording for termination and changes made to building were addressed. *Motion passed.*

- b. Discussion on road in front of Board Room (Court Street)

There were no new developments and future discussion of this item will be done at the Finance Committee.

8. New Business

- a. Resolution 2018-19 #036 Appointment of Jodi Goff as Woodford County Supervisor of Assessments for a four year term expiring March 21, 2023.

Motion to approve Resolution 2018-19 #036 to appoint Jodi Goff as the Woodford County Supervisor of Assessments for a four year term expiring March 21, 2023 made by Steffen, seconded by Barker. Motion made by Nagel to amend Resolution #036 to state “appoint Jodi Goff interim Supervisor of Assessments for a three month term,” seconded by Barker. *Motion passed. Vote on original motion as amended – Motion passed.*

- b. Review MOU for Woodford County & Participating Municipalities regarding Tri-County Regional Planning Commission.

Motion to approve MOU for Woodford County & Participating Municipalities regarding Tri-County Regional Planning Commission made by Nagel, seconded by Barker. Mr. Nagel motioned to amend the MOU and change Section II, fourth paragraph to read, “...upon payment to Tri-County” and remove the “contingent upon payment received to Woodford County” Motion seconded by Barker. *Motion passed. Vote on original motion as amended – Motion passed.*

- c. Discussion and approval of EAP bids

An RFP was put out to solicit providers for an EAP program. Only 1 entity responded – RMS Consulting. This would be a county wide program to include all employees, and dependents. The program will allow 5 sessions, at no cost, per incident, per calendar year. The cost is \$37 per employee. It was discussed that the EAP will only work if it is supported by the department heads and board and if the employees are aware of it. An employee can call for help themselves, they can be referred by family, co-workers, or department heads. If an employee uses all 5 sessions, and needs more help, RMS will work with our insurance provided to find the employee a counselor that continue the therapy. RMS will follow through with the employee every 30 days to see how they are doing. RMS will provide us with a report that lists how many people are using the service and how many sessions were used. There will be no names on the reports, only numbers. There is an online seminar that explains the program for employees.

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Discussion on making the online seminar mandatory for all employees and how to monitor it. It was discussed that the department heads could have employees sign off when they have completed the seminar. It was stated that this on line seminar can be completed during working hours since we are making it mandatory. There was discussion on making a line item specific for payment for this program. While this does not need to be brought to the full board, it was decided that it would be brought up at the board meeting under committees. In order for the program to work to the benefit of the employees and the county, the board needs to support the program. Discussion on how we know if the program we are paying for it being utilized. The reports will show the number of people using the program. Discussion on who should receive the report. This will be discussed at the next committee meeting. Questioned if the county has mandatory training they have to complete. At this time we do not. The committee would like to review this next month also. Motion to approve EAP program through RMS Consulting for 1 year made by Nagel, seconded by Barker. *Motion passed.*

9. Budget

10. Other

Ms. Aggertt reported that health department looked at the community health needs. Seven areas were looked at with the health department choosing to focus on four areas – mental health, obesity, cancer and substance abuse. Woodford County’s access to health is at a high number. The higher the number, the less access to health citizens have.

11. Executive Session (if necessary)

12. Any action coming out of Executive Session

13. Adjournment

Motion to adjourn made by Barker, seconded by Steffen. *Motion passed.*

Meeting adjourned at 5:03 PM.

Submitted by: Deb Breyman



Russ Cotton, Chairman
County Offices Committee