



Carlton County, Minnesota Committee of the Whole Agenda

CARLTON COUNTY COMMITTEE OF THE WHOLE MEETING MINUTES

Carlton County Public Health & Human Services Building, St. Louis River/Nemadji Room

March 3, 2020 at 4:00 p.m.

1. Call to Order
2. Approval of Agenda. **Motion by Brenner, second by Bodie. Approved.**
3. Approve February 4, 2020 Meeting Minutes. **Motion by Brenner, second by Peterson. Approved.**
4. New Business
 - A. COORDINATOR / HUMAN RESOURCES / PROPERTY MANAGEMENT
 1. Policy Committee policy list. Information only. Update provide as to the AED and Personnel Policy Manual comment deadline of March 19, 2020.
 2. Approve Health Equity Policy. **Motion by Genereau, second by Brenner. Approved.**
 3. Discuss and approve 2020 Carlton County Fair Booth Items. Discussion was had regarding what to offer at the fair booth. Suggestions included bottles, pens, pencils, but not balloons. Request was made to work on a power point showcasing the services provided by the various departments.
 4. Discuss business cards. Information only. Update as to recommendation of the management team to go with one card style for all departments.
 5. Strategic Plan update. No additional information at this time given the volume of other issues addressed by the management team.
 6. Property Management Budget Update. Information only.
 7. Discuss Wellness Committee. Discussion had regarding the makeup and focus of the wellness committee. No issues to address at this time.
 8. Committee updates. Information only. Updates were provided on the management team, building committee, and jail facilities steering committee.
 9. Annual Food Shelf Drive. Basilici provided an update regarding this year's plan for a food shelf drive. Options will be given for three different food shelves, including Cromwell.
 10. Annual Fleet Report. Holmes give annual report. Will be crunching the numbers to determine if it is financially prudent to go with an enterprise fleet solution.
 11. Coronavirus Update. Committee was updated regarding the DOC composition and efforts. The old Cloquet City Hall building is being retrofitted for DOC use and appears to be working well.
 - B. INITIATIVES/EXTENSION
 1. UM Extension 6 month progress update. Lekander provides an update as to the efforts that are being made to strengthen and streamline services through the Extension Office.
 - C. TRANSPORTATION
 1. Monthly construction update (info only). Gunderson gives update.
 2. Monthly maintenance update (info only). Gunderson gives update.

3. Monthly budget update (info only). Gunderson gives update.
5. Other Business
 - A. Department Updates
 - B. The next regular meeting date is scheduled for April 7, 2020 at 4:00 p.m. located at the Carlton County Transportation Building in the County Board Room.
6. Adjournment. **Motion by Brenner, second by Bodie. Approved.**