



Washburn County Tourism Assn.
122 N. River Street | Spooner, WI 54801
715-635-9696 | tourism@washburncounty.org

EXECUTIVE/PERSONNEL MEETING MINUTES

Tuesday, August 22, 2023 | 8:30 AM

Washburn County Visitor Center | 122 N River Street | Spooner, WI 54801

1. Dunlavy called the meeting to order at 8:40AM
2. **Roll Call:** Jill Dunlavy, Nikki Janisin, Cristina Masterjohn, Joe McGrath. Others present: Kaitlin Hanson, Kelsy Schultz, Morgan Mathiesen
3. Janisin made a motion to approve the agenda as presented, seconded by Masterjohn. Motion carried.
4. **WCTA Employee Benefits**
 - a. **Diversified Benefits Services, Inc.:** WCTA Staff presented the options proposed by Diversified Benefits Services, Inc (DBS). Discussion was had about which option or options would best fit for WCTA and amounts to allocate for spending. McGrath made a motion to approve the Health Reimbursement Arrangement (Individual Coverage HRA) for full time employees with a max of \$400 per month, per employee on Premiums including health, dental and vision, and to approve a \$200 per month contribution to a Health Savings Accounts (HSA) for full time employees with qualifying plans, to begin after paperwork is set up with DBS. Seconded by Dunlavy, motion carried.
 - b. **Retirement Options:** McGrath suggested moving on from this discussion at the time of the meeting. No discussion regarding staff retirement options at this time.
5. **Future Plans for Washburn County Economic Development Corporation:** Dunlavy shared the status of Washburn County Economic Development Corporation (WCEDC) at this time and the IDA Staffing contract. Suggested WCTA take on the IDA Staffing contract and look at a staffing agreement with WCEDC. Further details about a WCEDC staffing contract will be brought forward at a full board meeting for further discussion.
6. Citizen Comment: None
7. Possible Future Agenda Items: Future Plans for WCEDC
8. Dunlavy made a motion to adjourn, seconded by Janisin. Meeting adjourned at 9:44AM

NEXT BOARD MEETING:

Tuesday September 12, 2023 | 8:30 AM

Washburn County Highway Department | 1600 Co. Hwy. H | Spooner, WI 54801