

EXECUTIVE COMMITTEE

July 11, 2023

The Executive Committee of the Grant County Board of Supervisors met on **Tuesday, July 11, 2023, at 9:00 a.m.** The meeting was held in Room 264 of the Administration building and via Zoom.

Notice of the meeting was posted in the Grant County Herald Independent, Administration Building, Courthouse, and on the Grant County website.

The meeting was called to order by Chair Gary Ranum. Other members present were Carol Beals, Donald Splinter, John Beinborn, Robert Keeney, Roger Guthrie, and Steve (Porter) Wagner. A quorum was present. Carrie Eastlick, Joyce Roling, Amanda Degenhardt, Shane Drinkwater, Fred Naatz, Carrie Kerstiens, Garry Pluemer, Andrea Noethe, Megan Kase, Erik Heagle, Lori Reid, Tina McDonald, Sara Hullermann, Tonya White, Jeff Kindrai, and Heather Murray; Carlson Dettmann Consulting, were also in attendance.

John Beinborn, seconded by Roger Guthrie, moved to approve the agenda. Motion carried without negative vote.

Porter Wagner, seconded by Roger Guthrie, moved to approve the minutes of June 13, 2023. Motion carried without negative vote.

Employee Relations

Heather Murray, Senior Consultant, Carlson Dettmann Consulting, was present to answer questions regarding the market review of the wage schedules. The market review was brought forth to the committee after narrowing and defining the scope of the project. After discussion, Donald Splinter, seconded by Robert Keeney, moved to recommend for approval to the full county board the market review proposal for \$25,000 to be used from ARPA funds. Motion carried without negative vote.

Carol Beals, seconded by John Beinborn, moved to approve the Health Department request to move the Office Assistant Position to an Administrative Assistant I due to restructure of duties effective May 20, 2023. Fiscal Impact: 2023: \$1,203, 2024: \$1,636. Motion carried without negative vote.

After review of the Retention committee policy revision proposals, the Executive Committee took the following action:

1. Porter Wagner, seconded by John Beinborn, moved to recommend for approval the Bereavement Leave request for 3 days paid leave for the death of an in-law. Motion carried without negative vote.
2. Roger Guthrie, seconded by Carol Beals, moved to recommend for approval the Day after Thanksgiving as a paid holiday. Motion carried without negative vote.

The Retention committee was advised to review and/or revise, and to prioritize the remaining policy proposals, i.e., Vacation, Service Recognition, and Dental Premium contribution, and

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bring back to the August 2023 Executive Committee meeting to be considered with the 2024 budget deliberations.

Staffing Update: Current staffing numbers as of July 1, 2023, are as follows:

Full time Benefit	280
Regular Part time Benefit	25
Part time	63
Limited term and seasonal	69
TOTAL	437

Carol Beals, seconded by John Beinborn, moved to approve the Personnel Director request to carry over up to 40 hours of vacation. Motion carried without negative vote.

Porter Wagner, seconded by Donald Splinter, moved to accept the Personnel Director's report. Motion carried without negative vote.

John Beinborn, seconded by Donald Splinter, moved to recommend for approval the 2023 Absentee Ballot Envelope Subgrant Program. Motion carried without negative vote.

#### Finance

Porter Wagner, seconded by Robert Keeney, moved to approve the Treasurer's Report. Motion carried without negative vote.

Roger Guthrie, seconded by Robert Keeney, moved to approve the sale of Tax Deed Parcel #054-00740-0020. Motion carried without negative vote.

Preliminary estimates on some revenue and expense items for the 2024 budget were provided by the Finance Director. After some discussion, the committee suggested departments heads start their budgets by factoring in a 4% ATB wage increase.

Porter Wagner, seconded by Donald Splinter, moved to approve the vouchers. Motion carried without negative vote.

Robert Keeney, seconded by John Beinborn, moved to accept the Revenue and Expense Report. Motion carried without negative vote.

John Beinborn, seconded by Robert Guthrie, moved to accept the Finance Director's report. Motion carried without negative vote.

#### Information Technology

System Downtimes: None

#### Network review

- a. IT has configured the Administration Building's firewall to support internet services for the Grant County loop and Lancaster community area network.
- b. IT added an additional 3 Wi-Fi Access Points to the Grant County Fairgrounds. This expansion is phase 1 of 2. Phase 1 will be providing better Wi-Fi coverage for the

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announcers stand and behind the grand stands. Phase 2 will provide better Wi-Fi coverage for the swine and dairy barns. Phase 2 will also utilize new products that will be useful for Wi-Fi expansion on the Grant County Loop.

- c. The IT team will be performing firmware updates on the County's storage arrays.
- d. All four of the County's core ethernet switches were updated to patch a number of CVEs (Common Vulnerabilities and Exposures).

#### County Systems

- a. IT repaired some damaged and loose audio connections in the County Board room.
- b. IT is working to deploy new cell phones to Unified Services.
- c. IT has been working with Tyler Munis and the Finance department on
  - 1) Tyler Munis preparations for Go Live
  - 2) Go Live
  - 3) Data imports
  - 4) End user support
  - 5) Start of HRM preparation for go live in October
- d. IT is working on an Azure rollout strategy for the county.
- e. IT has restarted its efforts on standing up a new version of the County's GIS system.
- f. IT will update the County's VoIP (Voice over Internet Protocol) Mitel phone system on July 20<sup>th</sup>.

#### Public Safety Communications System/ Grant County Fiber optic loop

- a. IT has started configuration of NCS540 routers for the radio tower sites.
- b. IT is testing new equipment for remote switching and Wi-Fi access.
- c. IT will be working with the city of Lancaster to turn up internet service to city hall.

The motion was made by Roger Guthrie and Seconded by John Beinborn for approval of the IT Director's report. Motion carried without negative vote.

John Beinborn, seconded by Roger Guthrie, moved to adjourn to August 8, 2023 at 9:00 a.m. Motion carried without negative vote.