

EXECUTIVE COMMITTEE

June 3, 2010

The Executive Committee of the Grant County Board of Supervisors met on Thursday, June 3, 2010 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair Robert Keeney. Members present were John Patcle, Mark Stead, Larry Wolf, Ivan Farness, Stephen Adrian, and Patrick Schroeder. Therefore a quorum was present.

John Patcle, seconded by Larry Wolf, moved that the meeting is in compliance with the open meeting law. Motion carried without negative vote.

Stephen Adrian, seconded by Patrick Schroeder, moved to approve the agenda. Motion carried without negative vote.

Ivan Farness, seconded by Mark Stead, moved to approve the minutes of the May 11 and May 18, 2010 meetings. Motion carried without negative vote.

Louise Ketterer presented the Treasurer's Report for May. She informed the committee that the Ellenboro Store site is now clean. John Patcle, seconded by Ivan Farness, moved to accept the Treasurer's Report. Motion carried without negative vote.

John Anderson requested approval to submit a grant proposal to the state for \$6,600. The funds will be used to complete the section corner remonumentation in Jamestown Township. Patrick Schroeder, seconded by Mark Stead, moved to approve the request. Motion carried without negative vote.

Child Support Administrator Verda Nemo distributed a list of proposed purchases from American Recovery and Reinvestment Act (ARRA) funds: modular desk system, wireless keyboards/mouses, security cameras, keyboard trays, and calculators. After purchasing these items, an estimated \$21,882 in funds remain which must be spent by September 30. Verda will check with Corporation Counsel upon her return as the funds may be used for 50% of eligible items for that department. She will come back to the committee as additional needs are identified. Mark Stead, seconded by Patrick Schroeder, moved to approve the recommended purchases. Motion carried without negative vote.

Denise Tolzman of the Grant County Tourism Council asked the Committee to consider funding of ten cents per capita (approximately \$5,000) as a line item in the 2011 budget. The council has participated in the tourism grant program but would like to see funding handled in the same manner as Hidden Valleys. The funds are used to update the website, publish and distribute travel planners, and work with regional media when funds permit. Larry Wolf questioned if there is duplication between the Tourism Council, Tri-State Tourism, and Hidden Valleys. It was explained the latter two promote the regions, while the Tourism Council promotes Grant County specifically and provides more in-depth information. Denise Tolzman stated that the council produces the Grant County map in the planner which in the past was produced by Grant County at a cost of \$6,000 to \$7,000. Robert Keeney stated that the new members of the Economic, Tourism and Resource Committee still need to review the future of the grant program and that the information presented today will be considered in the budget process.

Robin Transo asked the Committee to consider funding for the InHealth Free Clinic and Teeth for Life Program in next year's budget. The clinic started in 2007 and in 2008 added a school dental program which provides preventative dental hygiene services. The health department does the Medicaid and BadgerCare billings for the program. That revenue, less the cost of the billing service, pays for the dental hygienist and some of the supplies. The program has grown to the point where a second hygienist is needed and although the billings will cover the wages, additional equipment and supplies will also be needed at a cost of \$17,600. The clinic has raised \$12,500 through fundraising and grants and would appreciate any amount of funding the county could provide next year. The committee indicated the request will be discussed during the budget process. Stephen Adrian suggested contacting the Grant County Thrift Shop regarding the possibility of a donation. Mark Stead and Patrick Schroeder suggested contacting the Platteville Thrift Shop as well as they might consider helping with the Platteville schools.

Nancy Scott informed the committee that Jeff Anderson tested the connectivity for Springbrook yesterday. Jeff was unable to attend this meeting as he had another meeting. The speed is fine within the building but very slow from other buildings. The issue appears to be with the county's wireless and DSL connections, not the software as that works within the building. Larry Wolf stated the wireless connection is not as fast as was expected when purchased. The Computer Committee and Information Technology have worked on the issue but have not been able to resolve it as yet. The committee discussed whether the problem can be resolved internally, or if the vendor or an outside consultant is needed. Larry Wolf estimated it might cost as much as \$25,000 to hire a specialist. Patrick Schroeder moved to hire an outside source to be funded from the general fund with the County Chair and Executive Committee Chair to establish a maximum cost. The motion died for lack of a second. Stephen Adrian moved to recommend hiring a consultant with funding from the farm fund. Committee members wanted to discuss it with the Orchard Manor/Farm Committee first but were concerned about time constraints. The motion died for lack of a second. The committee requested Jeff Anderson be contacted to see if he was now available.

Nancy Scott reviewed the May Revenue/Expenditure Report. Patrick Schroeder, seconded by Mark Stead, moved to accept the Revenue/Expenditure Report.

The committee returned to the previous item as Jeff Anderson was now present. Jeff stated the wireless system is currently turned down to 36 megabytes per second (MBps) and he is in the process of turning it up to see if that helps. The maximum is 108 MBps. It was installed at the slowest speed to make sure everything was working. Larry Wolf stated that even at 36 MBps it should be instantaneous and that departments are still having problems with e-mail. Jeff estimated the cost of a consultant at \$5,000. Jeff was instructed to contact the wireless vendor to see if they have someone available to assist in resolving the issue or if not, to locate another consultant. If needed before the next meeting the funding will be taken from the general fund. Patrick Schroeder requested that use of a consultant be shown as a separate line item under the Information Technology budget.

Nancy Scott presented the Finance Director's report. The department has an unpaid intern for 240 hours with half of that time to be spent at Social Services. Current projects include updating vendor files and identifying needed W-9 forms as well as developing Family Care tracking for Social Services. Auditors Johnson Block & Co. have indicated they will be addressing late receipts in the management letter when the audit report is issued. The committee requested that

the chair issue a letter to the Emergency Management Director, with a copy to his personnel file, regarding the lack of compliance with county policy. Liberty Mutual conducted the on-site payroll audit for workers' compensation last week. The audit compares actual payroll to the estimate used for the premium and the County normally receives the resulting credit or billing in September or October. Maximus completed the on-site work for the annual cost allocation plan Tuesday and Wednesday. The plan allocates central services costs (e.g.: building, personnel, finance, etc.) to the various departments as some departments can claim those indirect costs under their state and federal contracts. Patrick Schroeder asked if those can be shown as a line item in all department budgets. Nancy suggested he look at the report, as it is fairly extensive, and then that issue can be discussed next month. The IRS has notified the county it will be conducting an audit of 2008. Requested documents will be sent to the IRS auditor with an onsite visit likely in a few months. The 2011 budget guidelines will need to be discussed at the July meeting with a goal of providing budget worksheets to the departments in late July.

Employee Relations Segment

2011 Non-Rep Wages

The committee discussed the option of establishing the non-represented wages for 2011 or waiting until the unions settle. John Patcle, seconded by Ivan Farness, moved to set the wages for the non-represented employees and give a zero percent across the board increase for 2011. Motion carried without negative vote.

Directors Report

Joyce Roling discussed the staffing report for this past month. Total Grant County Employees as of June 1, 2010, are as follows:

Full time Benefit	281
Regular Part time Benefit	118
Part time	27
Limited term and seasonal	148
TOTAL	574

Joyce Roling reviewed with the committee the results of the survey regarding performance appraisals. It is required for departments to evaluate all non-represented staff. Most departments do performance appraisals for the union staff as well. Joyce will be working with those departments who are willing to start evaluations and review the process and formats. The committee wants to continue to reinforce the importance of documentation to all departments.

Joyce Roling dispersed a document which listed the monthly premiums of health insurance going back to 1988. The report showed the amounts of increases over the years as well as the amount the employees pay and the employer pays.

Closed Session

Mark Stead, seconded by Larry Wolf moved to go into closed session per state statute 19.85 (1) (c) (e) regarding personnel matters and contract negotiations. Roll call vote resulted in carried motion.

Robert Keeney	Yes
Patrick Schroeder	Yes
Larry Wolf	Yes
John Patcle	Yes
Steve Adrian	Yes
Ivan Farness	Yes
Mark Stead	Yes

Mark Stead, seconded by Larry Wolf, moved to come out of closed session. Motion carried without negative voice vote.

Adjournment

Mark Stead, seconded by Ivan Farness, moved to adjourn to Tuesday, July 13, 2010 at 9:00 a.m. Motion carried without negative voice vote. Meeting adjourned at 1:00 p.m.