



COUNTY BOARD STAFF COMMITTEE
Minutes – October 23, 2018

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:02 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Mawhinney, Bussie, Thomas, Brill, Bostwick, and Peer.

Committee Members Excused: Supervisors Sweeney and Yeomans.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Annette Mikula, Human Resources Director; Richard Greenlee, Corporation Counsel; Bridget Laurent, Deputy Corporation Counsel; Kathy Sukus, 911 Communications Center Director; and Sherry Oja, Finance Director.

Others Present: None.

Approval of Agenda. Supervisor Bostwick moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Greenlee introduced Bridget Laurent, Rock County's new Deputy Corporation Counsel.

Supervisor Podzilni said that it is time for Mr. Smith's annual review. He has some ideas to improve the process and will talk to Supervisors about this.

Approval of Minutes – October 9, 2018. Supervisor Bussie moved approval of the amended minutes of October 9, 2018 as presented, second by Supervisor Mawhinney. ADOPTED.

Transfers. None.

Resolutions.

Recognizing Kenlon Meyers for Service to Rock Haven.

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day _____, 2018 does hereby recognize Kenlon Meyers for her 26 years, 11 months of service and extend their best wishes to her in her future endeavors.”

Supervisor Peer moved approval of the above resolution, second by Supervisor Brill. ADOPTED.

Recognizing Claude Lewis.

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors at its regular meeting this ____ day _____, 2018 directs that a sincere expression of recognition be given to Mr. Lewis for his over twenty-two years of service and expresses to him best wishes for the future.”

Supervisor Mawhinney moved approval of the above resolution, second by Supervisor Bussie. ADOPTED.

Recognizing Thomas Weis.

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors at its regular meeting this ____ day _____, 2018 directs that a sincere expression of recognition be given to Mr. Weis for his over thirty years of service and expresses to him best wishes for the future.”

Supervisor Brill moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Funding for Next Generation 911 Upgrades.

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day _____, 2018, does hereby urge the Governor and Wisconsin Legislature to allocate \$7 million annually for counties to upgrade local 911 centers to begin the NG911 transition; and,

BE IT FURTHER RESOLVED that the \$7 million for county PSAP upgrades should be funded through the existing Police and Fire Protection Fee.”

Supervisor Mawhinney moved approval of the above resolution, second by Supervisor Bostwick. ADOPTED.

Committee Action and Updates.

Review and Possible Action on 2019 Recommended Budget.

Human Resources. Mr. Smith said there is not much change. There are several reductions to align expenditures. They will continue to budget \$20,000 for diversity and

inclusion training. Mr. Smith is not recommending the expenditure of a \$35,000 computer software purchase.

Corporation Counsel. Mr. Smith said there are some expenditure reductions to be more consistent with historical trends. They are requesting to add a Risk Manager position. Mr. Smith is recommending this position. The position will not be funded with additional tax levy but with the full cost being allocated to Worker's compensation and property and liability insurance accounts. Most counties our size have a Risk Manager on staff. We currently contract for some of these services. Mr. Greenlee said this position would give us an opportunity for loss control. He believes this position could offer substantial long term savings.

County Administrator. Mr. Smith said the County Administrator's budget is heavily personnel related. They have reduced some line items to better reflect historical averages. Mr. Smith is recommending the elimination of one Assistant to the County Administrator and creating an Analyst position. The change is recommended to take effect April 1, 2019 which will provide transition time. He feels this is the structure needed going forward in order to make data driven decisions. This position will conduct analysis of financial, budget, program and performance data. Currently, some of these duties are piece mailed amongst other staff. Mr. Smith is also recommending the reallocation of the Confidential Administrative Assistant to Office Coordinator. This is due to redistribution of duties amongst staff. The committee discussed the deletion of the Assistant to the County Administrator position. Some items discussed were: keep the Assistant to the County Administrator position and add the Analyst for the year 2019 and reassess at the end of the year; the last time staff was added to the County Administrator's office; designate one of the positions as a grant writer; recruitment time needed to find a qualified Analyst. Ms. Oja said the committee should trust that Mr. Smith knows the needs of his department and a lot of thought and consideration has been put into this recommendation. Mr. Smith reminded the committee of the appeals process and dates.

Supervisor Mawhinney moved to fully fund the analyst position and keep the second Assistant to the County Administrator position for the 2019 budget, second by Supervisor Bostwick. ADOPTED.

Mr. Smith asked to have a funding source added to the motion. Ms. Mikula read the Rock County Personnel Ordinance for the committee and asked the committee to please keep in mind Mr. Smith's authority per the ordinance.

Supervisor Mawhinney amended the motion to add the source of funding be from sales tax, second by Supervisor Bostwick. ADOPTED.

Supervisor Bussie left at 5:00 P.M.

Other. None.

Reschedule Upcoming Meetings. There may be a conflict with some future meeting dates including Tuesday, November 27 and Tuesday, December 25th. The committee agreed to keep the meeting date of November 27th but will reschedule the December 25th meeting when the date gets closer.

Update on Town of Beloit Incorporation. No new activity.

Executive Session: Supervisors Mawhinney and Thomas moved to go into Executive Session at 5:08 P.M. per Section 19.85(1)(g), Wis. Stats. – Confer with Legal Counsel Regarding Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Bostwick, Thomas, Brill, Peer, Podzilni and Mawhinney. Absent – Supervisors Yeomans, Sweeney and Bussie.

Supervisor Mawhinney moved to go out of Executive Session at 5:16 P.M., second by Supervisor Peer. ADOPTED.

Adjournment. Supervisor Thomas moved adjournment at 5:16 P.M., second by Supervisor Bostwick. ADOPTED.

Respectfully submitted,

Tracey VanZandt
HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.