

Executive Committee Minutes

November 7, 2005

9:03 a.m.

Present: Chair Martin, Supervisors Westby, Baumgartner, and Pufahl.

Others Present: Veteran Service Officer Donna Chrzas; Sandra Roberts, Director H&HS; William Casey, Director Solid Waste; Joseph Ruf, Corporation Counsel/HR Director; Paul Ferguson, Daily Register and Jeanne Miller, County Clerk

Chair Martin called meeting to order at 9:03 a.m.

Agenda

It was noted that there were no changes to the agenda. Motion to approve the agenda as noticed was made by Supervisor Baumgartner, second by Supervisor Westby. Motion carried.

Minutes of the October 10, 2005 Executive Meeting and minutes from joint meetings held prior to County Board on October 19, 2005 were approved on motion by Supervisor Baumgartner, second by Supervisor Westby. Motion carried.

Personnel Requests

Director Casey requested replacement of the machine operator/baler position recently vacated. This position has been vacant for 14 weeks, reported Casey, with an employee on medical leave. Motion was made by Supervisor Westby, second by Supervisor Baumgartner to approve of replacement request for Solid Waste. Motion carried.

Director Sandra Roberts requested replacement of an accounting aide position as the result of a retirement. She indicated the title no longer was appropriate and would be changed to clerk typist II. The change in title was estimated to decrease the salary required by approximately \$5,000. Supervisor Pufahl made motion to approve of the replacement request, second by Supervisor Westby. Motion carried.

Hwy. Commissioner Kurt Dey requested replacement of the accounting assistant office staff position. A Human Resource Committee meeting would be required prior to County Board to consider filling this vacancy. Motion was made by Supervisor Pufahl approving of Hwy. position request, second by Supervisor Baumgartner. Motion carried.

Aging and Disability Resource Center (ADRC)

Director Roberts reported this center is mandated by the State. Seven (7) counties currently participate, with an additional two (2) to be added this year. Possible funding for this center was discussed with

Director Roberts indicating that previously, similar start-up monies were available and amounted to an estimated \$55,000. The resource center would provide information countywide, be located centrally and provide resource information to individuals making decisions affecting their futures. One of the key factors was organizing efforts within existing agencies, COA, Mental Health and AODA. Necessity of ensuring no duplication of efforts will be required in addition to coordinating discharge services with hospitals and working with HMO's. Staffing would be required on certain days to provide information and handouts.

One (1) suggestion is to combine the resource center with the Senior Center that is being considered by the City of Portage. Other communities such as Lodi and Columbus could be served if outreach locations were established in those areas.

Supervisor Baumgartner felt there should be better assessments of individuals needs and that the financial burden, involved in placement of individuals, should also be taken into consideration. He further indicated gencies should be made aware of this. Director Roberts felt certain program restrictions prevent expenses such as rent from being paid from a individuals in the CIP program. If the expense is not covered by the program or social security, it then becomes the counties responsibility even though funds are not there.

Veteran Service-Status Report

Veterans Service Officer (VSO) Chrzas had recently returned from TRIP training; required training that also fulfilled certification requirements that allowed local VSO's to access Veteran's files and review their claims. The Veteran's Association will provide documentation and software to assist counties.

VSO Chrzas informed the committee that Judy Ness has tentatively given her resignation effective January 9. Mrs. Ness would be taking vacation prior to that date with her last day being December 23rd. Procedures for starting the employment process were discussed. No written resignation had been received to date.

Ms. Chrzas had recently been assigned to a process action team. This team will review veteran benefit changes already made by the State and make recommendations. Two (2) meetings will be held. In anticipation of upcoming 2005 meetings, a motion was made by Supervisor Westby to approve in-state travel associated with Ms. Chrzas's recent appointment a motion was made by Supervisor Pufahl, second by Supervisor Baumgartner. Motion carried.

A line item transfer was reviewed and approved on motion by Supervisor Pufahl, second by Supervisor Baumgartner. Motion carried.

Veteran Service Vouchers

The Executive Committee reviewed vouchers for the department. Motion to approve of Veteran Service Vouchers was made by Supervisor Westby, second by Supervisor Baumgartner. Motion carried.

County Clerk Status

The current status of the election equipment certification process by the State Elections Board had not changed. To date, no vendors have received Wisconsin certification. On October 19th and 20th, the State Elections Board conducted mock elections with vendors Fidlar and ES&S present, one of the steps in receiving certification. Sequoia has not received Federal certification, which must be awarded prior to applying for State certification.

Columbia County serves as a "provider" for municipalities that contracted with them for data entry. Currently Columbia County has entered data into the eHarbor Statewide Voter Registration System. It was estimated to be less than half of the qualified voters in Columbia County. An estimated 10,000 voters need to be entered.

Pertaining to loss of funding for ADA Equipment, the State Elections Board, had received communication from the Federal Attorney General indicating the possibility that funding for the ADA equipment could be lost. Wisconsin has notified the Federal Government that they will not comply with the HAVA deadline of January 1st. Issues with software and programming were listed as causes for noncompliance. In communication with the Feds, the State Elections Board indicated that they have demonstrated "good faith" effort and progress made in developing the software. Wisconsin is not the only State that will not meet the January 1st deadline.

Compensatory time was minimal with Chief Deputy Herrick earning time for attendance at evening County Board meetings. Upcoming elections would also generate additional compensatory time.

County Clerk Vouchers

Vouchers were approved as submitted, on motion by Supervisor Westby, second by Pufahl. Motion carried.

Community Room Rental Guidelines

Chair Martin indicated that the Sheriff's Department has requested that guidelines be established for the use of the Roche Community Room located at the Law Enforcement Center. Three (3) types of

requests are being received: 1) churches, 2) political parties and 3) non-profit group meetings (Boy scouts, 4-H, etc.). Chair Martin indicated Corporation Counsel Ruf recommended the county not become involved in religious activities or political events. Supervisor Pufahl's experiences with the Library Board and similar requests led him to believe that you can not discriminate against any group.

Rental fees were separated into two (2) groups, those who use the facility on a regular basis and those who use it occasionally. In discussion regarding establishing rental fees, the Committee acknowledged the manpower required for set up and clean up the rooms.

Supervisor Baumgartner felt county departmental needs should be met first. Chair Martin indicated use of the room would be on a first come first serve basis.

Questions raised by the committee led to the Chair's recommendation that more information and a better definition of what should be included in draft this policy was needed. A variety of rates were suggested.

Department Head/Committee Chair Meeting

A meeting is being scheduled for early December. Suggested topics are: Meth problem in Columbia County, intellectual property policy, resolution format and employee recognition.

Annual Supervisor luncheon is scheduled for December 21st at Trails Lounge.

Evaluations and Prioritization of County Programs

Concerns of the committee consisted of: the amount of work this would create for departments; and how are the rankings going to be used in the future. Prioritizing of programs was seen an educational process for many of the departments as far as level of services provided. Mandated programs with funding are provided at a certain level of service. County funding provided in excess of State funding could be eliminated by not exceeding matched funds. Baumgartner suggested that it be presented to Department Heads that this is a request for them to provide a list of programs and services ranked in the order of importance to Columbia County constituents. Chair Martin suggested four (4) quartiles; numbering was not necessary only ranking of high, middle or low priority. Further she felt this is something Departments should be thinking about the entire year so that they can speak more definitively about the level of service and what would happen if it went away.

Communications

Three (3) resolutions were received from Waushara (AB662-supporting current methods of reimbursing local government for the loss of their tax base), HAVA compliance requirements-unfunded mandates and authorizing DOC-Rural Enterprise, encourage and support AB208. Brown County's opposition to DNR use of wildlife funds for CWD; Oneida County's resolution to resend Smart Growth; Langlade County's banning phone use while driving and resolution opposing passage of AB575 classifying social workers as protected.

Performance evaluation of County Clerk and Department Head Evaluation of Veterans Service Officer will be in December. Copies of objectives should be provided to the Committee.

Difficulties in calculating the counties portion of sales tax in 2004 were discussed. The County is currently \$76,000 ahead of collections listed the same time last year. It was not known if they're currently problem with the calculations.

Communications were received on broadband and fiber optics and referred to the CCEDC. CCEDC has taken the lead in developing private sector interest by conducting forums to raise interest in the community.

Supervisor Baumgartner made a motion to adjourn the meeting at 11:13 a.m, second by Supervisor Pufahl. Motion carried.

Secretary of Record,

Recording Secretary,

Barry Pufahl

Jeanne Miller