

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE
COMMITTEE

DATE: Friday, February 5, 2010
TIME: 8:00 a.m.
PLACE: Personnel Conference Room
PRESENT: Jeanette Diakoff
Claud Thompson
David Albrecht
Ronald Eichman

EXCUSED: Stan Kline

ALSO PRESENT: Mark Harris, County Executive
Karon Kraft, Director of Human Resources
Chuck Orenstein, Finance Director
Mary Krueger, Treasurer
Margie Rankin, Administrator
Bill Topel, Human Services Director
Barry Busby, Coroner
Christian Gossett, District Attorney
Linda Kollmann, Director of Emergency Management
Mike Brooks, Sheriff
Barb Spanbauer, Accountant at the Sheriff's Office
John Haese, Highway Commissioner
Patty Francour, Director of Information Systems
Tom Saari, Behavior Health Serv. Div. Mgr
Cindy Draws, Nurse Coordinator at Public Health
John Bodnar, Corporation Counsel
Mike Elder, Director of Facilities & Property Mgmt.
Ellen Shute, Administrative Services Division Manager
Peter Moll, Airport Director
Craig Ubbelohde, Lutheran Homes of Oshkosh
Brad Masterson, Winnebago County Housing Authority
Lynne Daubert, Park View Health Center Employees' Union Local 1280
Mike Norton, County Board Supervisor
Debra Last
Larry Last

1. David Albrecht called the meeting to order at 8:00 a.m.
2. Ron Eichman moved to approve the minutes of the January 7, 2010 meeting, seconded by Claud Thompson. Carried 4-0.
3. Ron Eichman moved to approve the minutes of the January 19, 2010 meeting, seconded by Claud Thompson. Carried 4-0.
4. Budget Transfer- Airport, \$50,000. The transfer covers the cost of fencing the south perimeter of the airport. There will be a minimum of 10 feet off the property line of the Red Oak Court properties. Ron Eichman moved for approval, seconded by Claud Thompson. Carried 4-0.

5. Budget Transfer-Child Support, \$6,950. The transfer covers wage and benefit overruns for 2009. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0.
6. Budget Transfer-Coroner, \$10,550. The transfer covers wage and benefit overruns for 2009. Ron Eichman moved for approval, seconded by Claud Thompson. Carried 4-0.
7. Budget Transfer-County Executive, \$560. The transfer covers the overage associated with the purchase of retirement clocks in 2009. Claud Thompson moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
8. Budget Transfer-District Attorney, \$130,000. Christian Gossett requested acceptance of a three-year Safe Streets Grant. The funding will be appropriated to cover one half-time position in both the District Attorney's Office and the Department of Human Services. Jeanette Diakoff moved for approval, seconded by Ron Eichman. Carried 4-0.
9. Budget Transfer-Emergency Management, \$19,746. Linda Kollmann requested acceptance of a \$19,746 grant from Wisconsin Energy Management to be used for a hazardous commodities flow study for Winnebago, Outagamie and Calumet counties. The study will evaluate and analyze the hazardous materials being transported on the road, railroads, and pipeline systems. Jeanette Diakoff moved for approval, seconded by Ron Eichman. Carried 4-0.
10. Budget Transfer-Emergency Management and Sheriff's Office, \$10,494. This is a pass-through grant from the Office of Justice Assistance to the Sheriff's Office to purchase dual band radios. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0.
11. Budget Transfer-Highway Department, \$3,216,000. The transfer covers the resurfacing project from County Highway E just south of the City of Omro to the Fond du Lac County line. State funding of \$200,000 is available to offset the overall cost. David Albrecht asked John Haese to contact Rob Way, Parks Director, to discuss repairing the Eureka boat landing parking lot during the course of this project. Ron Eichman moved for approval, seconded by David Albrecht. Carried 4-0.
12. Budget Transfer-Hub Relocation Capital Project Fund, \$215,000. The Park View Pavilion building houses a communications closet housing fiber optics servicing several county buildings. When the building is razed the fiber hub will need to be relocated. The plan is to move the fiber hub to the James Coughlin Building. David Albrecht moved for approval, seconded by Ron Eichman. Carried 4-0.
13. Budget Transfer-Park View Health Center, \$5,000. Park View Health Center requested a donation of \$5,000 be accepted from the Community Foundation of the Fox Valley as the fourth installment of a five-year pledge. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
14. Budget Transfer-Park View Health Center, \$204,000. The transfer covers unanticipated costs related to bed taxes, smoke dampers and sprinkler expenses. Funds are available within the department's other operating budget categories. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
15. Budget Transfer-Pavilion Demolition, \$700,000. The Pavilion Building has been rendered surplus by the construction of the new Park View Health Center and the purchase of the Oshkosh B'Gosh Building. The condition of the building makes it cost-prohibitive for reuse. This project prepares and demolishes the building. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 4-0.

16. Budget Transfer-Pleasant Acres Demolition, \$700,000. The Pleasant Acres Building has been rendered surplus by the construction of the new Park View Health Center and the purchase of the Oshkosh B'Gosh Building. The condition of the building makes it cost-prohibitive for reuse. This project prepares and demolishes the building. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0.
17. Budget Transfer- Planning and Zoning, \$2,500. The transfer covers wage and benefit overruns for 2009. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
18. Budget Transfer- Property Insurance Fund, \$200,450. The transfer covers wage overruns and the additional claims that resulted from a landfill gas generator breakdown. David Albrecht moved for approval, seconded by Ron Eichman. Carried 4-0.
19. Budget Transfer-Public Health, \$73,746. This is a pass-through grant from the State Department of Public Health to the Wisconsin Hospital Emergency Preparedness Program. The Winnebago County Public Health Department receives \$3000 for their service. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
20. Budget Transfer-Register of Deeds, \$7,800. The transfer covers wage and benefit overruns for 2009. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0.
21. Budget Transfer-Self-funded Dental Insurance, \$19,200. The self-funded dental insurance claim balance exceeded the employer and employee premiums paid in 2009. Claud Thompson moved for approval, seconded by Jeanette Diakoff. Carried 3-0-1. David Albrecht abstained.
22. Budget Transfer-Sheriff's Office, \$2,765. The transfer covers the costs for a SWAT trailer beyond what was budgeted. Jeanette Diakoff moved for approval, seconded by Ron Eichman. Carried 4-0.
23. Budget Transfer-Sheriff's Office, \$127,100. The transfer covers wage and travel cost overruns for 2009. Ron Eichman moved for approval, seconded by Claud Thompson. Carried 4-0.
24. Budget Transfer-Treasurer's Office, \$6,000. The county treasurer requested surplus Tax Interest Income fund revenue to be used to cover tax deed expense overruns. Claud Thompson moved for approval, seconded by David Albrecht. Carried 4-0.
25. Resolution: Amend the Table of Organization for Winnebago County Human Services-Elimination of a Full-Time Non-Represented Manager Position and Title Change. Ellen Shute requested that a vacant Clerical Support Coordinator supervisory position be eliminated and through reorganization reassign the positions duties to the Medical Claims and Collections Coordinator and the Financial Coordinator, with the job title of Medical Claims and Collections Coordinator being changed to Office Systems and Confidential Records Supervisor. David Albrecht moved for approval, seconded by Ron Eichman. Carried 4-0.
26. Resolution: Amend the Table of Organization for Winnebago County Sheriff's Office. Sheriff Mike Brooks requested that a full-time, hourly paid, Huber Coordinator position be reclassified to a full-time, salaried, Work Release Unit Supervisor position. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0.
27. Resolution: Amend the Table of Organization for Winnebago County Public Health Department. Cindy Draws requested that one full-time Public Health Nurse position be reclassified to two half-time positions to better serve the existing needs of Winnebago County. Ron Eichman moved for approval, seconded by David Albrecht. Carried 4-0.

28. Resolution: Approve Project and the Issuance of Health Care Facilities Revenue Bonds by the Housing Authority of the County of Winnebago, Wisconsin (Lutheran Homes of Oshkosh, Inc. Project). The Housing Authority of the County of Winnebago proposes to issue Health Care Facilities Revenue Bonds. The bonds would provide financing for Lutheran Homes of Oshkosh to build a 50-unit health care facility. Under Wisconsin law, Winnebago County must approve any housing project undertaken by the Housing Authority. The bonds will not constitute any liability to the county. Ron Eichman moved for approval, seconded by David Albrecht. Carried 4-0.
29. Resolution: Add .5 FTE grant-funded Legal Secretary position to the Organization Chart of the District Attorney's Office as outlined in the Safe Streets Misdemeanor Drug Diversion Program. The District Attorney's Office received a three-year grant which will fund a half-time legal secretary position. The newly created half-time grant-funded position will be added onto an existing half-time Legal Secretary position resulting in one full-time position. The new half-time position will exist as long as grant funds cover the costs. Ron Eichman moved for approval, seconded by David Albrecht. Carried 4-0.
30. Resolution: Add .5 FTE grant-funded AODA Counselor position to the Organization Chart of Human Services Department as outlined in the Safe Streets Misdemeanor Drug Diversion Program. The District Attorney's Office received a three-year grant which will fund a half-time AODA Counselor position in the Human Services Department. The new half-time position will exist as long as grant funds cover its costs. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 4-0.
31. Resolution: Authority to Execute 2010-2012 Labor Agreement with the Park View Rehabilitation Pavilion and Pleasant Acres Employees' Union Local 1280, AFSCME, AFL-CIO. Karon Kraft presented the committee with a proposed three-year labor agreement between the county and Park View Rehabilitation Pavilion and Pleasant Acres Employees' Union. The contract does not include any wage increases for 2010 but it does give a 1% across-the-board wage increase effective January 1, 2011 and January 1, 2012, plus a one-half percent wage increase effective October 1, 2012. The caps on health insurance have been discontinued and employees will contribute 15% of the monthly premium amount of Plan 2 in either the Network Health Plan or the UMR Health Plan. However, if an employee and his or her spouse complete an annual Health Risk Assessment (HRA) on or before September 1 annually, the county will contribute 90% of the monthly premium for Plan 2 coverage under either health plan. David Albrecht moved for approval, seconded by Ron Eichman. Carried 4-0.
32. Discussion regarding the replacement of the current accounting and payroll software packages. Chuck Orenstein proposed replacement of the current PeopleSoft financial and human resources payroll software programs. Orenstein said the financial software package is several years out of date after the annual maintenance agreements were discontinued; however, the Human Resources payroll software program remains up to date due to the continuation of the yearly maintenance agreements. A Request for Proposal (RFP) was done and responses were received. If the payroll portion of PeopleSoft is not replaced, a new financial package must be fully compatible. The approximate cost to purchase both programs is \$720,000.
33. Discussion of Labor and Fringe Analysis report. Chuck Orenstein reported that after the total adjustments to the labor budget are done the county's total labor costs would still be \$900,000 under budget for the year.
34. Ronald Eichman moved to approve the Resolution for Commendation for Susan Clark, seconded by Jeanette Diakoff. Carried 4-0.

35. Ronald Eichman moved to approve the Resolution for Commendation for Barbara Johnson, seconded by Jeanette Diakoff. Carried 4-0.
36. Ronald Eichman moved to approve the Resolution for Commendation for John Rosenkranz, seconded by Jeanette Diakoff. Carried 4-0.
37. Ronald Eichman moved to disallow the claim of Adam Cook and refer the claim to Corporation Counsel, seconded by David Albrecht. Carried 4-0.
38. Ronald Eichman moved to disallow the claim of American Family Insurance Group on behalf of Gerald Voelker, Sr. and refer the claim to Corporation Counsel, seconded by David Albrecht. Carried 4-0.
39. The next scheduled meeting of the Personnel & Finance Committee is Thursday, March 4, 2010 at 8 a.m.
40. Ron Eichman moved to convene into Closed Session pursuant to exemption provided in section 19.85(1) (e), Wis. Stats., for the purpose of deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically the discussion of collective bargaining strategies at 9:25 a.m. Motion seconded by David Albrecht. Roll call vote: Diakoff, aye; Thompson, aye; Albrecht, aye; Eichman, aye. Motion carried 4-0.
41. At 9:50 a.m. Ron Eichman made a motion to reconvene to open session, seconded by David Albrecht. Roll call vote: Diakoff, aye; Thompson, aye; Albrecht, aye; Eichman, aye. Motion carried 4-0.
42. David Albrecht moved to adjourn the meeting at 9:50 a.m., seconded by Ron Eichman. Carried 4-0.

Submitted by,
Joan Lowe