

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, November 1, 2012

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: Stan Kline
Pat Brennand
Bill Roh (arrived at 8:05 a.m.)
Claud Thompson
David Albrecht

ALSO PRESENT: Karon Kraft, Human Resources Director
Chuck Orenstein, Finance Director
Mark Harris, County Executive
Ernie Winters, Highway Commissioner
Doug Gieryn, Director of Public Health
David Maccoux, Schenck Business Solutions
John Trautman, Schenck Business Solutions

1. Stan Kline called the meeting to order at 8:00 a.m.
2. Pat Brennand moved to approve the minutes of the September 18, 2012, meeting, seconded by Claud Thompson. Carried 4-0.
3. Pat Brennand moved to approve the minutes of the October 4, 2012, meeting, seconded by Claud Thompson. Carried 4-0.
4. **Budget Transfer – Highway Department, \$40,000.** The Winchester satellite shed project went over budget by \$40,000 due to unanticipated excavation and storm-water retention work that was needed. David Albrecht moved for approval, seconded by Pat Brennand. Carried 4-0.
5. **Budget Transfer – Public Health, \$57,735.** The State Department of Children and Families has made available \$57,735 toward the health needs of about 100 refugees who are resettling in the Oshkosh area. The funds will be used to conduct basic health screening within 90 days of their arrival. David Albrecht moved for approval, seconded by Pat Brennand. Carried 5-0.
6. **Approval to convert a part-time account clerk to a full-time account clerk in the Public Health Department.** Doug Gieryn requested a part-time account clerk position be changed to a full-time position to improve the department's efficiency. He noted that services were shared with Park View Health Center but ended when the Public Health Department moved to its new location in 2011. The committee informed Gieryn that he should have submitted a budget amendment at the budget session held earlier in the week rather than bringing forward his request now. Claud Thompson moved for approval, seconded by Pat Brennand. Carried 5-0.
7. **Approve Excess Committee Days.** A report showing County Board members' billings for attendance of unauthorized committee meetings from May, 2011 through March, 2012, was distributed for committee review. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
8. **Review of 2011 Audit.** Dave Maccoux and John Trautman of Schenck Business Solutions reported the audit found no concerns about the county's accounting procedures and controls. The county

implemented accounting standard GASB #54 for the year ending December 31, 2011, which relates to fund balance reporting and disclosures. The 2012 financial statements will include the implementation of GASB #63 that requires that deferred outflows be reported separately from assets and deferred inflows separately from liabilities.

9. **Supporting legislation requiring online-only retailers to collect and remit Wisconsin sales tax.** Item was withdrawn; it will go before the county's Legislative Committee for discussion and approval.
10. Bill Roh moved to approve the Resolution for Commendations for John Peterson and Kathryn Rubin, seconded by Pat Brennand. Carried 5-0.
11. David Albrecht moved to disallow the 2 (two) claims of AT & T, seconded by Pat Brennand. Carried 5-0.
12. Pat Brennand moved to disallow the claim of Diane Field, seconded by Bill Roh. Carried 5-0.
13. Pat Brennand moved to disallow the claim of Virgil Gipson, seconded by Bill Roh. Carried 5-0.
14. David Albrecht moved to disallow the claim of American Family on behalf of Thomas Insurance Group for Randy Boyce, seconded by Claud Thompson. Carried 5-0.
15. The next scheduled meeting of the Personnel & Finance Committee is Thursday, December 6, 2012 at 8 a.m.
16. Bill Roh moved to adjourn the meeting at 9:35 a.m., seconded by Pat Brennand. Carried 5-0.

Submitted by,
Joan Lowe