

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE
COMMITTEE

DATE: Thursday, December 2, 2010

TIME: 8:00 a.m.

PLACE: Personnel Conference Room

PRESENT: Stan Kline
Jeanette Diakoff
Claud Thompson
Ron Eichman
David Albrecht

ALSO PRESENT: Karon Kraft, Director of Human Resources
Chuck Orenstein, Finance Director
Mark Harris, County Executive
Diane Fremgen, Clerk of Courts
Mike Elder, Director of Facilities and Property Management
Doug Gieryn, Director of Public Health
Julie Pagel, Register of Deeds
Peg Raugh, Human Resources Manager
Dr. James Perry, Campus Executive Officer and Dean-UW Fox Valley
Jim Eagon, Assistant Dean for Admin. Services-UW-Fox Valley
Kathy Propp
Larry and Debra Last

1. Stan Kline called the meeting to order at 8:00 a.m.
2. Ron Eichman moved to approve the minutes of the November 4, 2010 meeting, seconded by Claud Thompson. Carried 5-0.
3. **Budget Transfer-Clerk of Courts, \$4,900.** Diane Fremgen said the county will purchase a digital audio recording unit compatible with the state's CCAP software. It will be used in the court commissioner's hearing room, replacing a unit that is no longer working. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 5-0.
4. **Budget Transfer-Clerk of Courts, \$10,000.** The State Department of Justice settled a class-action lawsuit and will contribute \$10,000 of the proceeds to Winnebago County's Drug Treatment Court for the purpose of expanding the drug treatment options. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
5. **Budget Transfer-Facilities/Park View Health Center, \$149,748.** The transfer moves funding from the Park View Health Center budget to Facilities and Property Management Department. It will pay the salaries of the maintenance worker positions moved from Park View to the Facilities and Property Management Department. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
6. **Budget Transfer-Public Health, \$3,411.** Doug Gieryn asked to accept an ARRA stimulus funding grant made available through the State Department of Health Services. The funds will help ensure WIC clients receive vaccinations. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 5-0.

7. **Budget Transfer-Public Health, \$18,806.** This is the first installment of a Wisconsin Department of Health Services grant to the Fox Valley Breastfeeding Coalition. It will be used to integrate the Community Health Improvement Plan into the Re:Think community coalition project. The seconded installment will arrive in July, 2011. Ron Eichman moved for approval, seconded by Claud Thompson. Carried 5-0.
8. **Budget Transfer-Public Health, \$117,967.** This is federal funding made available though the state for WIC program funding adjustments in 2010. Only billable grant costs will be reimbursed. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-1. David Albrecht voted against.
9. **Budget Transfer-UW Fox Valley, \$2,996,000.** Jim Eagon proposed starting the conversion of a vacant industrial building into an engineering classroom. The structure is adjacent to the campus and was purchased in 2008. Outagamie County Board approved the project in their 2011 budget. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 4-0-1. David Albrecht abstained.
10. **Resolution: Amend the Table of Organization for Winnebago County Register of Deeds Office.** Julie Pagel asked to eliminate one vacant full-time records clerk position from the table of organization due to budget constraints and a decreased workload. Jeanette Diakoff moved for approval, seconded by Ron Eichman. Carried 5-0.
11. **Special pay adjustment in accordance with the administrative salary plan-Judicial Assistants.** Diane Fremgen asked that no action be taken today but that the committee consider reinstating step pay increases for non-represented employees. The county suspended the step-pay increase in 2005 in hopes it would assist in negotiations for represented employees by setting an example. The county has been unsuccessful in eliminating or freezing the pay steps of the union groups. Fremgen said the county has found money to address other issues as they have come forward. Ron Eichman said this issue should be revisited when there is more certainty about the economy. Mark Harris said the unions have made concessions by staggering their steps to 18-month intervals. He said employees should not compare their pay to other county employees but they need to compare our pay practices to those of other counties, which are freezing wages and implementing furlough days.
12. **Resolution: Authorize Contract Between Winnebago and Safety National Insurance Company.** Winnebago County maintains supplemental insurance coverage for its Workers' Compensation Insurance Program, protecting it from unexpected financial losses. The county can lock in rates for two years with its current supplemental insurance carrier, Safety National Insurance Company. David Albrecht moved for approval, seconded by Ron Eichman. Carried 5-0.
13. **Resolution: Adopt 2011 revisions to the Winnebago County Unclassified Position Salary Schedule.** Karon Kraft presented the salary schedule for unclassified positions, increasing only wages only for the reserve officers by 1.5 percent with all other positions remaining unchanged. David Albrecht moved to approve the schedule, seconded by Jeanette Diakoff. Carried 5-0.
14. **Approval of the replacement of the current mail postage machine and extend the lease one year.** A year ago the county entered into a 5-year lease agreement. However, the machine was unable to produce accurate online reports indicating charges to individual departments. The contractor has agreed to upgrade the mail machine at the same monthly lease rate if the county restarts the 5-year lease agreement. David Albrecht moved for approval, seconded by Ron Eichman. Carried 5-0.

15. David Albrecht moved to approve the Resolution for Commendation for Pat Rabe, seconded by Ron Eichman. Carried 5-0.
16. David Albrecht moved to disallow the claim of AT&T, seconded by Jeanette Diakoff. Carried 5-0.
17. The next scheduled meeting of the Personnel & Finance Committee is Thursday, January 6, 2011 at 8 a.m.
18. Jeanette Diakoff moved to convene into Closed Session pursuant to exemption provided in section 19.85(1) (e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically the discussion of collective bargaining strategies and for purposes of establishing a salary offer, in that competitive and bargaining reasons require at 9:13 a.m. Motion seconded by David Albrecht. Roll call vote: Thompson, aye; Eichman, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
19. At 9:25 a.m. Ron Eichman made a motion to reconvene to open session, seconded by Claud Thompson. Roll call vote: Thompson, aye; Eichman, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
20. Ron Eichman moved to adjourn the meeting at 9:25 a.m., seconded by Stan Kline. Carried 5-0.

Submitted by,
Joan Lowe