

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE  
COMMITTEE

DATE: Thursday, March 4, 2010

TIME: 8:00 a.m.

PLACE: Personnel Conference Room

PRESENT: Stan Kline  
Jeanette Diakoff  
David Albrecht

EXCUSED: Claud Thompson and Ronald Eichman

ALSO PRESENT: Mark Harris, County Executive  
Karon Kraft, Director of Human Resources  
Chuck Orenstein, Finance Director  
Mary Krueger, Treasurer  
Rob Way, Parks Director/Expo Site Mgr.  
Robert Stone, Veterans Service Officer  
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  
Ron Montgomery, Human Resources Specialist  
Mary Jo Turner, Nurse Coordinator  
Mike Blaska, Wisconsin Counties Association

1. Stan Kline called the meeting to order at 8:00 a.m.
2. David Albrecht moved to approve the minutes of the February 4, 2010 meeting, seconded by Jeanette Diakoff. Carried 3-0.
3. **Budget Transfer-Central Dictation Capital Project Fund, \$88,000.** The transfer covers the purchase of a central dictation system for Park View Health Center, Human Services and the Sheriff's Office. The new digital system will replace the hand-held units currently used, and standardize county dictation processes. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
4. **Budget Transfer-Emergency Management, \$34,566.** Linda Kollmann requested acceptance of a \$34,566 grant from the Office of Justice Assistance. The funding will be used for an upcoming SWAT exercise involving an active shooter on the University Wisconsin Oshkosh campus. The exercise will include five SWAT teams from around the area. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
5. **Budget Transfer-Emergency Management, \$48,564.** Linda Kollmann requested acceptance of a \$48,564 grant from the Office of Justice Assistance. The funding will be used for a collapsed structure exercise involving the demolition of a Neenah parking garage. The exercise will test the mass casualty response of hospitals and emergency medical workers. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.

6. **Budget Transfer-Eureka Bridge Capital Project, \$160,000.** The budget transfer accepts the federal funding portion for the Eureka Bridge capital project. The federal funding requires that 20 percent match by Winnebago County. Jeanette Diakoff moved for approval, seconded by David Albrecht. Carried 3-0.
7. **Budget Transfer-Finance/Payroll Human Resources Software, \$1,000,000.** The transfer covers the replacement costs of the current PeopleSoft financial and payroll software package. The cost will be lower if the county continues with its current payroll software package. Karon Kraft said that the Request for Purchase (RFP) that were received can not do what the current payroll PeopleSoft package does. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
8. **Budget Transfer-Parks Department, \$100,000.** Since the Highway Department will be resurfacing County Highway E this summer it would be cost-effective to improve the Eureka Park boat landing and ramp at the same time, as they are adjacent to the highway. Funding for the project will come from the boat launch program fund balance. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
9. **Budget Transfer-Register of Deeds, \$10,552.** The transfer covers wage overruns for 2009. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
10. **Budget Transfer-Sheriff's Office.** Chuck Orenstein said that the \$15,500 budget transfer should be amended to \$26,100 to cover wage overruns for 2009 due to vacation payouts in January 2010. Sheriff Mike Brooks said his committee would vote on the transfer March 8. David Albrecht moved for approval, contingent on the subsequent approval by the committee of jurisdiction, seconded by Jeanette Diakoff. Carried 3-0.
11. **Budget Transfer-UW Fox Parking Lot Capital Project Fund, \$322,000.** The transfer covers the reconstruction of the north parking lot at UW-Fox Valley. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
12. **Budget Transfer-Type II Carryovers.** Type II budget carryovers are requested when departments seek to use unspent funds from the prior year's budget. Departments requesting carryovers were present to answer questions from the committee.
  - **County Board.** David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
  - **Treasurer.** Jeanette Diakoff moved for approval, seconded by David Albrecht. Carried 3-0.
  - **Information Systems.** David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
  - **Public Health.** David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
  - **Veterans.** David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
  - **UW-Fox Valley.** David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
  - **Emergency Management.** Jeanette Diakoff moved for approval, seconded by David Albrecht. Carried 3-0.

13. **Resolution: Amend the Table of Organization for Winnebago County Treasurer's Office.** Mary Krueger's memo to Human Resources dated January 14, 2010, asked that the Account Clerk I position that would become vacant March 1, 2010, remain vacant for six months to see if there would be a need to fill the vacancy. Krueger does not want the position to be removed from the table of organization at this time as proposed in the resolution. David Albrecht moved to amend the resolution to include a six month trial period. The resolution will come back before the committee in September if the position remains vacant. Seconded by Jeanette Diakoff. Carried 3-0.
14. **Approval of a three-year T-1 contract with ATT for Summit House.** Summit House is currently accessing the county network through Time Warner Cable, and has ongoing problems with the service. A T-1 connection with AT&T would provide faster, more responsive network service and allow Summit House to connect to the county telephone system with voicemail. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 3-0.
15. **Requested Special Pay Adjustment for Adult Substance Abuse/Safe Streets Coordinator.** Tom Saari asked for a special pay adjustment for the Adult Substance Abuse/Safe Streets Coordinator. The position, created in 2005 has evolved greatly with the expansion of the drug court and now oversees seven employees. Karon Kraft said that Human Resources did a study that determined the position did not warrant a higher step in the salary plan. Mark Harris said that the county is not in a position to award pay increases at this time. David Albrecht moved to disapprove the request, seconded by Jeanette Diakoff. Carried 3-0 to disapprove.
16. **Discussion and Approval of whole life insurance program.** In August 2009, Mike Blaska addressed the committee on how employees can obtain whole life insurance through Wisconsin Counties Association in association with Boston Mutual Life Insurance Company. Two other companies, Aflac and ICMA-RC gave presentations to the committee but David Albrecht stated their products do not compare to Boston Mutual. Currently, there are twelve counties that administer the Boston Mutual Permanent Life Insurance program. Mark Harris said that as long as employees are aware of the product, it is a net positive. David Albrecht moved for approval to have Boston Mutual offer presentations to county employees, seconded by Jeanette Diakoff. Carried 3-0.
17. **Approval of Affirmative Action Plan.** David Albrecht moved to approve the Affirmative Action Plan presented by Ron Montgomery of the Human Resources Department, seconded by Jeanette Diakoff. Carried 3-0.
18. Jeanette Diakoff moved to approve the Resolution for Commendation for Rick Hoeft, seconded by David Albrecht. Carried 3-0.
19. David Albrecht moved to disallow the claim of Fox Valley Cab and refer the claim to Corporation Counsel, seconded by Jeanette Diakoff. Carried 3-0.
20. David Albrecht moved to disallow the claim of Greg and Linda Wisnepske and refer the claim to Corporation Counsel, seconded by Jeanette Diakoff. Carried 3-0.
21. The next scheduled meeting of the Personnel & Finance Committee is Thursday, April 1, 2010 at 8 a.m.
22. David Albrecht 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 9:05 a.m. Motion seconded by Jeanette Diakoff. Roll call vote: Diakoff, aye; Albrecht, aye; Kline, aye. Motion carried 3-0.

23. At 9:45 a.m. David Albrecht made a motion to reconvene to open session, seconded by Jeanette Diakoff. Roll call vote: Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 3-0.

24. David Albrecht moved to adjourn the meeting at 9:45 a.m., seconded by Jeanette Diakoff. Carried 3-0.

Submitted by,  
Joan Lowe