

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, June 4, 2009

TIME: 8:00 a.m.

PLACE: Personnel Conference Room

PRESENT: David Albrecht
Jeanette Diakoff
Claud Thompson
Stan Kline
Bill Roh

ALSO PRESENT: Karon Kraft, Director of Human Resources
Doug Petraszak, Assistant Finance Director
Mark Harris, County Executive
Mike Elder, Director of Facilities
Barb Spanbauer, Accountant
Mike Brooks, Sheriff
John Haese, Highway Commissioner
Rob Way, Director of Parks
Doug Gieryn, Director of Public Health
Bill Topel, Human Services Director
Tom Saari, Behavior Health Services Division Manager
Tom Davies, Land and Water Conservation Director
Patti Francour, Director of Information Systems
Ron Montgomery, Human Resources Specialist
Paul Eisen, County Board Supervisor
Reporter from Oshkosh Northwestern

1. Stan Kline called the meeting to order at 8 a.m.
2. David Albrecht moved to approve the minutes of the May 7, 2009 meeting, seconded by Bill Roh. Carried 5-0.
3. Budget Transfer – County Highway I Capital Reconstruction Project, \$160,000. Begin design process for reconstruction of CTH I from City of Oshkosh south to intersection of CTH N. Traffic volumes continue to increase, the primary objective is to improve roadway conditions and safety for the public. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
4. Budget Transfer – Highway (Satellite Shop), \$15,000. For design services for a new satellite highway facility to be constructed at STH 45 and US 10. The current Highway Department facility located in Oshkosh does not have adequate storage space. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
5. Budget Transfer – Highway, \$276,000. Acquisition of right of way for CTH A project from Indian Point Road to the City of Neenah city limits. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

6. Budget Transfer – Highway, \$330,000. Acquisition of right of way for CTH T project from CTH Y to CTH G. Roundabouts will be constructed at the intersections of CTH Y and CTH T as well as CTH T and CTH GG. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
7. Budget Transfer – Parks Department, \$3,500. Utilization of \$3,500 received from the Community Foundation to go towards the purchase of seven disc golf course baskets. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
8. Resolution: Authorize the Land and Water Conservation Department to make Position Title changes to re-align them with current programs and position duties. Tom Davies requested that some of his department's titles be changed effective 1-1-10 to better reflect the positions' responsibilities. There are no changes in salary classifications. Stan Kline said it would be approved but he would still like an explanation. Tom Davies explained his title changes to the committee. Jeanette Diakoff moved for approval, second by Claud Thompson. Carried 5-0.
9. Budget Transfer – Pleasant Acres Remodel Cap Project Fund, \$10,800,000. Mark Harris said the county has been informed that the Carter/Oshkosh B'Gosh building is available. The cost to remodel this building would be lower than the cost to remodel Pleasant Acres. This building has 100,000 square feet already set up as office space. The Facilities Committee will tour the building on Wednesday, June 10th at 10:30. Claud Thompson moved to send this forward to the County Board for full discussion only, seconded by David Albrecht. Carried 4-1.
10. Budget Transfer – Capital Project Fairview Tower Fiber Optics, \$522,000. Commit to a project to install fiber optic cable from the Fairview Tower to the Menasha Police Department. This project will create a hot loop for public safety radio/data. Creation of a hot loop will prevent the system from failing. Claud Thompson asked about using AT&T and Patty Francour stated that we would need multiple T1 lines and that would be expensive; also the Town was moving off of leased lines due to the cost. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
11. Resolution: Approve filling of Summit House Nurse position in the Human Services Department which was approved in the 2009 budget but was not filled within ninety (90) days of January 1, 2009. There was no discussion on this. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
12. Resolution: Remove all unfilled positions from Departments' Table of Organization that have not been filled within 90 days of authorization or being vacated. David Albrecht said there are many departments who keep positions on their table of organization as a means of having budgeted dollars available, but then do not fill the positions, using the funds for other expenses. He wants to forward this as a resolution to the County Board. Mark Harris said he is aware of only 5 positions that were left on; and he would like a second timeframe for professional positions. Karon would like the timeframe to stay at 90 days to insure departments keep the recruitment process moving to fill positions quickly. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
13. Resolution: Approve addition of full-time position of Public Health Aide – WIC Program in the Winnebago County Public Health Department as of July 1, 2009. Doug Gieryn said this adds a position to the WIC Program, all staff are funded by a WIC grant. The caseload has gone up and we need additional staff. Labor and fringes are all covered by the grant. This position will exist only as long as grant funds continue to cover it. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
14. Resolution: Adopt modification effective as of July 1, 2009 to the Winnebago County 2009 Unclassified Position Pay Schedule for Public Health. Doug Gieryn has requested we modify one of the Public Health positions currently in the unclassified pay schedule. Currently the schedule contains an unclassified position, "Graduate Student Intern" and Public Health would like to utilize Undergraduate Student Nurses and not just Graduate Student Nurses to meet the temporary needs of the Public Health Department.

Graduate Student Intern will be replaced with Student Intern and will have an hourly pay range of \$9.00-\$13.00/hr. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0. David Albrecht left the meeting at 9:15 AM.

15. Approval of revised procedures for Alcohol and Controlled Substance Testing and Compliance. Ron Montgomery presented a proposed update to County policy pertaining to employees who drive their own or County-owned vehicles on County business or perform certain safety-sensitive job functions. Most of the changes were technical in nature. But the rules, if approved, would apply to all employee-drivers. Currently only those whose positions require them to possess Commercial Driver's License are affected by the existing policy. As written, the policy would apply only to people who are hired by the County and not to elected officials. Claud Thompson moved for approval, seconded by Bill Roh. Carried 4-0.
16. Jeanette Diakoff moved to approve the Resolution for Commendation for Jim Backus, seconded by Bill Roh. Carried 4-0.
17. Claud Thompson moved to approve the Resolution for Commendation for Barbara Luchinski, seconded by Jeanette Diakoff. Carried 4-0.
18. Bill Roh moved to approve the Resolution for Commendation for Judith Starke, seconded by Claud Thompson. Carried 4-0.
19. Claud Thompson moved to disallow the claim of Charles Kasuboski and refer the claim to Corporation Counsel, seconded by Bill Roh. Carried 4-0.
20. Claud Thompson moved to disallow the claim of Karen Kieper and refer the claim to Corporation Counsel, seconded by Jeanette Diakoff. Carried 4-0.
21. Bill Roh moved to disallow the claim of Kurt Kofnetka and refer the claim to Corporation Counsel, seconded by Jeanette Diakoff. Carried 4-0.
22. Bill Roh moved to disallow the claim of Paul Robinson and refer the claim to Corporation Counsel, seconded by Claud Thompson. Carried 4-0.
23. The next scheduled meeting of the Personnel & Finance Committee is Thursday, July 2, 2009 at 8:00 a.m.
24. Claud Thompson 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 9:40 a.m. Motion seconded by Bill Roh. Roll call vote: Diakoff, aye; Thompson, aye; Kline, aye; Roh, aye. Motion carried 4-0.
25. At 10:00 a.m. Jeanette Diakoff made a motion to reconvene to open session, seconded by Claud Thompson. Roll Call vote: Diakoff, aye; Thompson, aye; Kline, Roh, aye. Motion carried 4-0.
26. Bill Roh moved to adjourn the meeting at 10:03 a.m., seconded by Jeanette Diakoff. Carried 4-0.

Submitted by,
Kathy Rumlow