

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, April 5, 2012
TIME: 8:00 a.m.
PLACE: Personnel Conference Room
PRESENT: Stan Kline
Claud Thompson
David Albrecht
Bill Roh
Excused: Jeanette Diakoff

ALSO PRESENT: Karon Kraft, Human Resources Director
Mark Harris, County Executive
Chuck Orenstein, Finance Director
Peg Raugh, Human Resources Manager
Ron Montgomery, Human Resources Specialist
Ernie Winters, Highway Commissioner
Patti Francour, Director of Information Systems
Jerry Bougie, Planning Zoning and GIS Director
Pat Brennand, County Board Supervisor
Walt Raith, East Central WI Regional Planning Commission

1. Stan Kline called the meeting to order at 8:00 a.m.
2. Bill Roh moved to approve the minutes of the February 28, 2012, meeting, seconded by David Albrecht. Carried 4-0.
3. Bill Roh moved to approve the minutes of the March 1, 2012, meeting, seconded by David Albrecht. Carried 4-0.
4. **Budget Transfer – Finance/Human Resources, \$20,805.** The complexity of the MUNIS computer upgrade process prompted the need for an annual support agreement with Tyler Technologies. The recurring cost will be budgeted in the future by the Finance Department and Human Resources. Claud Thompson moved for approval, seconded by Bill Roh. Carried 4-0.
5. **Budget Transfer – Highway Department, \$2,200,000.** The transfer is for the design and reconstruction of CTH T from CTH Y in the Town of Oshkosh to CTH G in the Town of Vinland. A single lane roundabout is being considered at the intersection of CTH Y and CTH T. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.
6. **Budget Transfer – Highway Department, \$150,000.** This is a pass-through grant from the Wisconsin Department of Transportation to The East Central Regional Planning Commission for the planning, development, construction of bicycle and pedestrian paths in Calumet, Outagamie and Winnebago Counties. The state will fund \$120,000 with the remaining matching funds of \$30,000, plus any administrative costs, coming from the East Central Regional Planning Commission. Bill Roh moved for approval contingent on committee of jurisdictions approval, seconded by Claud Thompson. Carried 4-0.

7. **Budget Transfer – Highway Department, \$1,870,000.** The transfer covers the costs of resurfacing CTH M from CTH II to STH 116. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.
8. **Budget Transfer – Highway Department, \$2,200,000.** The transfer covers the costs of resurfacing CTH H from CTH AH to the Waushara County line. Bill Roh moved for approval, seconded by David Albrecht. Carried 4-0.
9. **Approval of the Affirmative Action Plan.** David Albrecht moved to approve the Affirmative Action Plan presented by Ron Montgomery of the Human Resources Department, seconded by Claud Thompson. Carried 4-0.
10. **Resolution: Amend the Table of Organization for Winnebago County Planning and Zoning Department and the Land and Water Conservation Department.** Jerry Bougie requested a current, full-time Construction Site & Erosion Control Technician position be removed from the Land and Water Conservation’s table of organization and added to the Planning and Zoning table of organization in order to administer the county stormwater and erosion control ordinances, which fall under the jurisdiction of the Planning and Zoning Department. The position transfer would become effective June 1, 2012. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.
11. **Resolution: Reauthorization of the Winnebago County Self-funded Workers Compensation Insurance Program.** Winnebago County must reauthorize its self-funded Workers Compensation program every three years to be in compliance with the Wisconsin Administrative Code. David Albrecht moved for approval, seconded by Claud Thompson. Carried 4-0.
12. **Resolution; Adopt revisions to the Winnebago County Administrative Salary Schedule for 2013.** Karon Kraft presented the committee with materials showing the differences in the number of steps in each labor group along with the percentage changes between steps. Kraft said there is a salary compression between represented and non-represented employees. David Albrecht questioned why the resolution was being brought before the committee at this time as opposed to later in the year. A change to Appendix A in the Administrative Salary Schedule was also discussed. A weekend pay differential for Park View Health Center Registered Nurses and Temporary Registered Nurses is currently paid between the hours of 10:30 p.m. Friday and 10:30 p.m. Sunday. The change would allow for weekend pay differential to be paid between the hours of 6:30 a.m. on Saturday and 6:30 a.m. on Monday. The committee tabled action until next month to allow time for review.
13. **Acceptance of a three-year maintenance agreement with AVAYA for the county’s voice mail system.** The multi-year service contract, costing \$14,976 for 36 months, would provide software maintenance on the county’s voice mail system. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.
14. Claud Thompson moved to disallow the claim from John Bale, seconded by David Albrecht. Carried 4-0.
15. Claud Thompson moved to disallow the claim from Damon Ford, seconded by David Albrecht. Carried 4-0.
16. Claud Thompson moved to disallow the claim from West Bend Insurance for Valley Auto Parts and Beverly J. Krause, seconded by David Albrecht. Carried 4-0.

17. Stan Kline requested that the minutes reflect the Personnel & Finance Committee's sincere appreciation to Jeanette Diakoff for her commitment to and her years on service to the Personnel & Finance Committee.
18. The next scheduled meeting of the Personnel & Finance Committee is Thursday, May 3, 2012 at 8 a.m.
19. Bill Roh moved to adjourn the meeting at 10:10 a.m., seconded by David Albrecht. Carried 4-0.

Submitted by,
Joan Lowe