

Ad-Hoc Structure Review Task Force on Per Diems Meeting

April 3, 2023

**Winnebago County Administration Building
112 Otter Avenue, Oshkosh, WI**

The meeting was called to order by County Clerk Julie Barthels.

Roll Call was taken.

Present: Supervisors Ellenberger, Wise, Binder, Schellenger, Zastera and Harrison

Absent: Supervisor Powers

1. Election of Officers

Nominations – Motion by Supervisor Binder for Jim Wise for Chairman

Motion by Supervisor Zastera for Betsy Ellenberger

Chairman – Jim Wise was elected as Chairman

Nominations – Motion by Supervisor Binder for Betsy Ellenberger for Vice-Chairman

A unanimous ballot was cast for Betsy Ellenberger

Vice Chairman – Betsy Ellenberger was elected as Vice-Chairman

Secretary – The County Clerk's office takes the minutes for this task force.

2. Discussion: Define Our Purpose

- Resolution was not passed at the County Board, so a task force was formed to study the per diem structure.
- The purpose of this committee is to design a way to handle per diems for County Board members.
- Re-evaluate pay, define structure, process of per diems
- Look for Comparables from other Counties
- Ask Corporation Counsel Mary Anne Mueller (Self-Governing) and Director Michael Collard (Pay Structure) to attend the next meeting for more definitions

3. Discussion: Scope of the Task Force

- Chairman of Committees should be paid more than other members
- Should un-assigned committee meetings and conferences be paid a per diem
- Have the Clerk define what their office does for each month of per diems. How much time is spent each month processing per diems?
- Per diem vs. Salary – Self-Governing vs. not
- How often is this subject reviewed? The last time this subject was approached was about three years ago.

4. Discussion: When to Deliver Findings to the Judiciary & Public Safety Committee

- Obligated to deliver to JPS by July meeting (July 24); for sure by August 21st

5. Discussion: Coordination with the Committee Task Force
 - Helpful to coordinate with the Committee Task Force – Valuation of Time; Averages being Paid, and Comparables between Meetings. Supervisor Zastera recommended having an agenda from the Committee Task Force to see what is happening.
6. Set Next Meeting Time – April 17, 2023 at 11:30 a.m. Requested that Director of Administration Mike Collard; Corporation Counsel Mary Anne Mueller and Chairman Tom Egan attend this meeting.
7. Adjourn: Motion by Supervisor Schellenberger, second by Supervisor Zastera to adjourn. CARRIED. The meeting was adjourned at 2:00 p.m.

Submitted by:
Julie A. Barthels
Winnebago County Clerk