

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, April 2, 2020

TIME: 8:00 a.m.

PLACE: Virtual Meeting
1-312-626-6799
ID 789 848 924 #

COMMITTEE MEMBERS

PARTICIPATING: Joel Rasmussen
Harold Singstock
David Albrecht
Stephanie Spellman

EXCUSED: Vicki Schorse

ALSO PARTICIPATING:

Mark Harris, County Executive
Vicky Fitzgerald, Director of Finance
Mike Collard, Director of Human Resources
Marleah Keuler Grahek, Administrator PVHC
Melissa Pingel, Clerk of Courts
Patty Francour, Director of Information Systems
Julie Mabry, Director of Child Support

Joel Rasmussen called the meeting to order at 8:12 a.m.

Public Comments

None

David Albrecht moved to approve the minutes of March 5, 2020, seconded by Harold Singstock. Aye 4 – Nay 0. Carried 4-0.

Budget Transfer – Child Support, \$3,877. The transfer moves \$3,877 from the county's contingency reserve account to cover the department's overage in legal fees that occurred due to a vacant attorney position. David Albrecht moved for approval, seconded by Harold Singstock. Aye 4 – Nay 0. Carried 4-0.

Budget Transfer – Clerk of Courts, \$9,500. The county will cover the \$3,600 overage in the department's health insurance account and the \$5,900 overage in its unemployment compensation account by using the undesignated general fund balance. David Albrecht moved for approval, seconded by Stephanie Spellman. Aye 4 – Nay 0. Carried 4-0.

Budget Transfer – Park View Health Center, \$121,000. The transfer moves \$85,000 from the department's labor account to the department's professional services account to cover overages resulting from the use of contracted nursing staff to meet staffing needs. The transfer also moves \$36,000 from the department's Medicare Advantage revenue account to cover overruns associated with pre-placement

screenings, medical supplies, and dietary supplements for residents. Harold Singstock moved for approval, seconded by David Albrecht. Aye 4 – Nay 0. Carried 4-0.

Approve a two-year US Cellular contract for cellular services. Patti Francour asked for the acceptance of a multi-year contract with U.S. Cellular. This is a renewal contract offering the same pricing as in the existing contract and providing wireless service for all county-operated cellular phones. David Albrecht moved for approval, seconded by Harold Singstock. Aye 4 – Nay 0. Carried 4-0.

Approve a five-year AT&T contract for Centrex Services. The five-year AT&T contract provides 911 services in county elevators, facility alarm lines, faxes, and credit card machine modem services. Patti Francour said if the contract is signed by April 30 the county will lock in lower monthly rates, saving the county \$10,000 per year. Stephanie Spellman moved for approval, seconded by David Albrecht. Aye 4 – Nay 0. Carried 4-0.

Update from Director of Human Resources regarding employee issues related to COVID-19.

Michael Collard said the county has a COVID-19 management plan in place and posted on the intranet for employees to view. On March 25, Governor Tony Evers issued a Safer at Home order, banning non-essential travel, business, and social interactions. Local governments are not exempt from the order, and county department heads were directed to identify essential personnel and which employees can work from home. Collard will prepare an Emergency Paid Sick Leave policy to present to the county board outlining eligibility rules and the use of paid leave during the coronavirus outbreak.

David Albrecht moved to disallow the claims of General Insurance on behalf of Jeffrey Long, Attorney George Curtis on behalf of Mary Jo M. Schroeder, and Progressive/Artisan and Truckers Casualty Company on behalf of Alexander Hussein, seconded by Harold Singstock. Aye 4 – Nay 0. Carried 4-0.

The next scheduled Personnel & Finance Committee meeting is May 7, 2020, at 8:00 a.m.

David Albrecht moved to adjourn at 9:06 a.m., seconded by Harold Singstock. Aye 4 – Nay 0. Carried 4-0.

Submitted by
Joan Lowe