

**SPECIAL ORDERS SESSION
COUNTY BOARD MEETING
TUESDAY, MARCH 11, 2008**

Chairman David Albrecht called the meeting to order at 6:00 p.m. in the County Board Room, Fourth Floor, Courthouse, 415 Jackson Street, Oshkosh, Wisconsin.

The meeting was opened with the Pledge of Allegiance.

The following Supervisors were present: Sevenich, Barker, Griesbach, Maehl, Koziczowski, Pollnow, Widener, Hamblin, Albrecht, Anderson, Thompson, Lennon, Lang, Hall, Wingren, Jacobson, Norton, Warnke, Robl, Schmuhl, Kline, Locke, Eisen, Schaidler, Finch, Farrey, Sievert, Arne, Diakoff, Brennand, Ellis, and Rengstorf .

Absent: Hotynski, Ramos, Lohry, Drexler, Egan and O'Brien.

Motion by Supervisor Robl and seconded to approve the agenda for this evening's meeting. CARRIED BY VOICE VOTE.

PUBLIC HEARING

No one addressed the Board.

COMMITTEE REPORTS

Supervisor Barker stated that unless she receives additional items for the agenda, there will not be a Legislative Committee meeting in March.

**“DOING MORE WITH BETTER COST EFFICIENCY AND HIGHER QUALITY”
CHANCELLOR RICHARD WELLS, UW-OSHKOSH**

Chancellor Wells gave a Power Point presentation on the theme of, “doing more with better cost efficiency and higher quality.” He explained that in today’s society we keep hearing that we need to do more with less, but there is only so much you can do with less. That’s why it is important that we do, do more in a cost-effective way with higher quality. Chancellor Wells used Oshkosh Corporation (formerly Oshkosh Truck) as an example of a company using this philosophy.

Chancellor Wells explained that UW-Oshkosh is learning to do more with better cost efficiency and higher quality through their “Five Purpose Promise Campaign.” This campaign was launched to help merge private contributions and investments with money from the public and students. The university is also learning how to partner better and collaborate more so that they are more cost-effective.

Chancellor Wells presentation touched on various aspects of UW-Oshkosh—

- Admissions vision to be a “national model for engaging people in ideas for common good”
- Long tradition at UW-Oshkosh—over 135 years old—to build on. World-class faculty and tremendous success of the students.
- UW-Oshkosh adds a lot of value to the area.
- Working on building a national reputation.
- Market driven programs—UW-Oshkosh is working very closely with profit and not-for-profit organizations to better meet their needs in regards to the university’s degree programs and the kinds of education provided to their graduates.
 - An example of this is the accelerated on-line bachelor’s degree in nursing. UW-Oshkosh’s College of Nursing worked with ThedaCare, Affinity and Aurora to determine the best way to alleviate a huge nursing shortage. This on-line accelerated program has greatly reduced this shortage in the northeast Wisconsin. 200 people have now graduated from this program. The costs for this program were entirely covered by the students in the program.
- The importance of continuing education—whether it’s gotten from a university, technical college or from a person’s employer. UW-Oshkosh works with area businesses to determine the best way to meet the continuing education needs of their employees.
- Between the years 2000 and 2011, UW-Oshkosh will have made over \$200 Million in improvements to their facilities. These improvements are not only benefiting the university, but also the community because of all the construction jobs they have created.
- New programs and degrees at the university keep their graduates “aligned” with the job market in this part of the state.
- The national average of adults that hold a bachelors degree is 27%. Wisconsin’s average is 24% and northeast Wisconsin’s average is 18%. UW-Oshkosh is working to improve these averages.
- UW-Oshkosh’s enrollment is growing and should be at approximately 14,000 by 2014. This growth in

enrollment will allow the university to add faculty.

Chancellor Wells then took questions from the Board.

BUDGETING IN THE SHERIFF'S OFFICE – SHERIFF MICHAEL BROOKS

Sheriff Brooks explained to the Board how the Sheriff's Office develops their budget. He explained that the county Finance Department provides them with a five-year comparable (history) of expenses and revenues. This comparable is used by the Sheriff's Office to set the budget for the next year.

Sheriff Brooks stated that a lot of the budget is based on this history and past practice. But they also look at different, more cost effective ways of doing things. Examples of changes that were made to reduce expenses:

- bidding out oil changes for the squad cars
- changing the food service provider for the jail—saved over \$300,000 in the first year
- staff reduction and technological changes at the department's front desk saved \$92,000 in the first year

Sheriff Brooks stated that their budget is a year-long process and that they are continually studying the budget and looking for ways to reduce expenses.

Sheriff Brooks reminded the Board that although the budget for the following year is turned into the County Executive in July, they are still looking for ways to reduce their expenses in that budget. When a way to make a reduction in the budget is found, an amendment is brought to the county board for their approval. Sheriff Brooks stated that his philosophy is to have a budget that reflects his department's actual costs and with a few exceptions, that is what he has done over the last fourteen years. Sheriff Brooks stated that over the last couple of years he has had to come to the Board to ask for additional staff.

Sheriff Brooks addressed the questions raised by various county board supervisors at last month's meeting:

- How did you end up with this much excess money in your budget?
 - In 2007, a contract with HPL to provide health care in the jail reduced this expense because the inmates received treatment in-house instead of being taken out for treatment. Sheriff Brooks explained that an amendment was brought to the Board last November reducing this expense in his 2008 budget. Because of a negotiated decrease of \$37,000 in HPL's contract and other decreases, \$167,000 was saved in this category of the budget. These savings were anticipated and explained to the Board at budget time.
 - GPS equipment rental expense was less than budgeted because the number of inmates that qualify for this program went down. Also, because this is a relatively new program, there wasn't a five-year comparable/history available to help determine how to budget for this program.
 - Equipment repairs expense was less than budgeted just because they didn't have as many repairs as anticipated.
 - Budgeting is based on past history—not "what ifs".

Sheriff Brooks then discussed the regular pay and fringe benefits portion of his budget and compensatory time:

- Regular pay was \$27,000 over budget because back pay payments were made according to employee contracts settled in 2007; an unexpected retirement was paid out; compensatory time payouts were made; uniform allowance payouts were made; and pay period accruals were also made.
- The rate used to figure fringe benefits makes it difficult to budget this exactly.
- Compensatory time is only earned by union employees in the Sheriff's Office—administrators and hourly non-represented employees do not earn compensatory time. Compensatory time saves the Sheriff's Office a lot of money that it would have to otherwise payout as overtime.
- Because of staffing shortages, sometimes compensatory time is paid out instead of used as time off..
- All of these issues were discussed at budget time and with the Judiciary & Public Safety and Personnel & Finance Committees when the budget transfer was requested.

Sheriff Brooks further explained that he sits down with the Finance Director and the County Executive and goes over every line item in his budget and gives them an explanation for any increase or decrease that he has budgeted for the next year.

Sheriff Brooks stated that he realizes it's not always easy to understand what these budget figures mean, so if any member of the Board has questions about his budget they should call him and he will be happy to go over it with them.

To clarify another issue, Sheriff Brooks explained that in fiscal 2006/2007, 224 budget transfers were brought to the county board. Of that 224 budget transfers, 15 were from the Sheriff's Office, but none of them were requesting

additional money from the county's General Fund. These 15 transfer requests were to accept donations relating to the K9 unit; for grants for increased patrol and highway safety; and for budget transfers from one category to another in the Sheriff's Office budget.

Sheriff Brooks explained that he was not at last month's meeting when these issues were raised, because of a previous commitment. He further explained that because he had gone over all these issues with the Board at the budget session last fall and with the Judiciary & Public Safety and Personnel & Finance Committees, that he not being at last month's meeting would not be a problem. He now wishes he would have been here to answer everyone's questions and apologized for thinking that everyone would have remembered what he had explained previously.

Sheriff Brooks then took questions from the Board.

Chairman Albrecht called for a short recess of the Board.

PLEASANT ACRES REMODEL AND CAPITAL PROJECT – MIKE ELDER, DIRECTOR OF FACILITIES AND PROPERTY MANAGEMENT

Mike Elder, Directory of Facilities and Property Management, updated the Board on the Pleasant Acres remodeling project. He gave a Powerpoint presentation and explained that this project is the result of studying the space needs of county departments located in various buildings and determining how best to utilize the Pleasant Acres building once it is vacated.

Mr. Elder explained the various reasons for moving departments and the options that have been considered:

- Move non-court related departments from the courthouse—this would make securing the courthouse easier and as well as making it more efficient for related departments to work together and with the public.
- Some departments are located in multiple locations--bringing them together in one location would make them more efficient and make it easier for the public.

Mr. Elder explained that various space studies have been done over the years:

- 1990 by HTM Architecture
- 1992 by McMahan Corporation – studied the Human Services and county administrative functions
- 1993 by Dana, Larson, Roubal & Associates studied electrical, HVAC and ADA improvements in the courthouse
- 2000 – the county did it's own comprehensive plan on how to meet the space needs of county departments. The county then commissioned Stuebenrach Architects to look at all county departments to determine what their space needs would be in the next ten years and then look at the county's buildings to see what space was available.
- 2002 by Boldt Consulting – studied the public health department
- A courthouse security study was also done to determine how best to secure that building.

Mr. Elder explained that all these studies show that departments need more space. Some departments are much more crowded than others—the Child Support Agency for example. When the District Attorney's Office was located in the Safety Building, they were also very crowded. They were the first department that was relocated to rental space in the Beach Building.

Other findings from the studies included:

- insufficient parking for the employees and public at the courthouse
- administrative functions should be taken from the courthouse—have just court-related departments in the courthouse
- Boldt's study - public health department should have a stand-alone facility
- Stuebenrach study :
 - vacated Sheriff's Office and City of Oshkosh space at the Safety Building should be used for other county departments – City of Oshkosh ended up buying the Safety Building from the county.
 - Addition on the courthouse to house the District Attorney's Office and other administrative offices
 - Build a new courthouse just for court-related offices and connect it to the existing courthouse. The old courthouse would house county administrative departments. The cost for this project would have been approximately \$10 Million.

Mr. Elder said that since these studies the following has been done:

- a new Human Services Building has been built in Neenah
- the WNL building in Oshkosh was purchased and now houses the Oshkosh Human Services

Department.

- the James P. Coughlin Center was built to house the departments that had been located in the Sunnyview Building.
- the new Sheriff's Office and jail was built
- the new Park View Health Center facility was built. This presented other options:
 - two empty buildings—the pavilion and Pleasant Acres--were available for potential use by other county departments
 - the pavilion will not be used
 - Brey Architects studied the Pleasant Acres building for potential use as an office building. Departments that could potentially be located there were identified and those department heads were interviewed to discuss space needs. There is enough space at Pleasant Acres to meet the needs of certain county administrative offices. Floor plans and cost estimates are "real rough".
 - Vacated space in the Orrin King Building could be used by the District Attorney's Office.
- Adding on to the courthouse was also studied. The cost would be about \$10 Million. Reconfiguring the parking lot to meet city standards would be a problem and purchasing additional property to expand the parking lot would be costly—approximately \$3 to \$4 Million.
- Remodeling the Pleasant Acres building would be approximately \$10 Million.

Mr. Elder then showed the Board preliminary floor plans for the Pleasant Acres remodeling project.

- Basement – will not be used to house any departments—it will be used for storage, locker rooms and a breakroom
- First floor – Veterans Services, community rooms for meetings, additional space for other uses
- Second floor – Public Health Department, additional space for other uses
- Third floor – Planning & Zoning, Property Lister and Register of Deeds
- Fourth floor – Human Resources, Finance Department, Purchasing Department, County Executive and Information Systems

Mr. Elder explained that the county has a "timetable" for the pavilion—it must be taken down before the county is required to put in retention ponds and make other storm water relocation efforts. There are also three things that need to be relocated from the building—the Public Health Department, Information Systems Department equipment and the Second Chance Program.

Mr. Elder explained that the county needs to decide how best to meet the space and location needs of its departments. At the Board's March 18 meeting, a resolution will be submitted requesting funding for architectural services to do a more detailed design of the project. Construction documents would then be developed so that project costs could be determined and bids could be obtained. The Board would then approve the project.

The following people addressed the Board and explained the Second Change Program and its importance to the students in the program, the community and Winnebago County: Margie Rankin, Park View Health Center Administrator; Jenny Fahrney, Second Chance Program social worker; Judge Karen Seifert and Dr. Bill Topel, Human Services Director.

Mike Elder then took questions from the Board on his presentation.

Motion by Supervisor Robl and seconded to adjourn until the Board's next meeting on Tuesday, March 18, 2008.
CARRIED BY VOICE VOTE.

The meeting was adjourned at approximately 8:40 p.m.

Respectfully submitted,
Susan T. Ertmer
Winnebago County Clerk

State of Wisconsin)
County of Winnebago) ss

I, Susan T. Ertmer, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their Special Orders Session held March 11, 2008.

Susan T. Ertmer
Winnebago County Clerk