

**COUNTY BOARD STAFF COMMITTEE**  
**Minutes – February 10, 2015**

**Call to Order.** Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in the Courthouse Conference Room on the second floor of the Rock County Courthouse-East.

**Committee Members Present:** Supervisors Podzilni, Kraft, Arnold, Brill, Bussie, Sweeney, Mawhinney and Peer.

**Committee Members Absent:** Supervisor Thomas.

**Staff Members Present:** Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Amy Spoden, Acting Human Resources Director; Kate Flanagan, Human Services - Mental Health/AODA Division Manager.

**Others Present:** Supervisors Dowd and Zajac; Dennis Hughes, AFSCME.

**Approval of Agenda.** Chair Podzilni said items 5.A. and 5.B. would be switched. Supervisor Arnold moved approval of the agenda with this change, second by Supervisor Peer. ADOPTED.

**Citizen Participation, Communications and Announcements.** Supervisors Bussie and Arnold informed the Committee the Town Turtle Fire Department has their annual Pancake Day fundraiser on Saturday, February 14<sup>th</sup> from 6 a.m. to 4 p.m. at the Turtle Community Center.

**Approval of Minutes – January 22, 2015 and January 27, 2015.** Supervisor Arnold moved approval of the minutes of January 22, 2015, second by Supervisor Peer. ADOPTED. Supervisor Sweeney moved approval of the minutes of January 27, 2015, second by Supervisor Peer. ADOPTED.

**Bills/Encumbrances - 2014**

County Board	\$	300.00
Human Resources		224.50

**Bills/Encumbrances - 2015**

Corporation Counsel	\$	250.00
Human Resources		920.24

Supervisor Kraft moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Mawhinney. ADOPTED.

**Resolutions.**

**Amending the 2015 Budget to Accept Treatment Alternative Program Funding and Creating 1.0 FTE Master Social Worker, a .4 FTE Psychiatric Technician and a .2 FTE Registered Nurse**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, does hereby authorize the acceptance of \$225,000 for the Treatment Alternative Program; and,

**BE IT FURTHER RESOLVED**, that the creation of 1.0 FTE Master Level Social Worker, .2 FTE Registered nurse, .4 FTE Psychiatric Technician are approved.

**BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2015 be amended as follows:

...”

Supervisor Kraft moved to approve the above resolution dated February 6, 2015, second by Supervisor Peer. ADOPTED.

**Creating Ad Hoc Board Organization Review Committee**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors hereby creates an Ad Hoc Board Organization Review Committee with the express duties being to recommend changes or support current structure of county board procedures:

- Review the membership of the County Board and determine if the number of supervisors is at an appropriate number to achieve effective and efficient operations for future years to come.
- Review County Board rules of procedures and recommend any changes and reorganization of the current rules for clarity and to meet the charge of the County Board of Supervisors.
- Review each current standing and advisory county board committee, board or commission. Investigate scope of services, membership and identify if each committee is properly meeting purpose and intended responsibilities. Each committee should be closely reviewed to evaluate if committees can remain as currently operating or if committees can be restructured for more effective and efficient actions.
- Review whether County Board Supervisors should serve four year terms versus the current two year term.
- Review if a change should be enacted for Board Supervisors to be elected in staggering terms during different election cycles versus

the current process of the whole board membership being elected during the same election cycle.

- Investigate options for televising County Board meetings.
- Review compensation of Board Supervisors and evaluate if it is comparable with similar counties.
- Offer recommendations for process and procedural improvements of the County Board that may arise during its review.

**BE IT FURTHER RESOLVED** that the Ad Hoc Committee shall consist of 7 County Board Supervisors, and further that said supervisors shall receive compensation for per diems and mileage reimbursement pursuant to county policies. A completed report detailing the findings of the Ad Hoc Committee should be completed and presented to the whole County Board of Supervisors for consideration in time to enact any proposed changes allowed to become effective following the April 2016 Supervisor Election cycle.”

Supervisor Kraft moved to put the above resolution on the table for discussion, second by Supervisor Bussie.

Supervisor Dowd handed out copies of a new draft resolution “Creating Strategic Planning Steering Committee” that he started working on after the last meeting.

Mr. Kuglitsch reminded the Committee that the one under discussion is the one on the table and in the agenda packet.

Supervisor Arnold said we have gone through this process twice now and discussed cutting the size of the County Board down and she cannot go along with this as it would cut the rural representation.

Supervisor Kraft said she thought at the end of the last meeting we got to the point that we all felt the bullet points were not a priority.

Supervisor Dowd said it is now just on how the County Board operates. He said he felt he was being too specific in the original resolution, in the packet, and in the draft resolution he handed out he feels he has made it a more general one. He added that he feels this should be a strategic vision with a broader focus.

Supervisor Arnold said she feels this is just creating a 7 to 9 member committee and we don’t know what they will do.

Supervisor Dowd said they would look at creating or updating the mission and vision and to come up with points we need to focus on. He added that this could be done with the current committee structure. He said that he spoke with the people in UW Extension and they could have someone come down from Dane County to work with us and we would just need to pay mileage and expenses.

Chair Podzilni said we have a mission statement and a 5-year Capital Improvement Plan.

Mr. Smith handed out copies of the "Rock County Mission, Values, and Vision Statements" as well as a letter Mr. Knutson sent to County employees in their February 8, 2010 paychecks. He said a strategic planning group came up with this as a way to operate more efficiently and effectively. Mr. Smith added that this may be a good place to start.

Supervisor Dowd asked what the process is for relooking at this and that as a general rule of business it should be done every two years.

Chair Podzilni said in a recent Wisconsin Counties magazine something like this was brought up and the WCA said it is not the County Board's place to micromanage.

Supervisor Bussie said there have been different ad hoc committees at different times to see if there were better ways to do things.

Supervisor Sweeney said he spent a day at a meeting on strategic planning and it is just planning. He added that he does not feel we need to be doing this as it is done continuously at the committee level.

Supervisor Mawhinney said she went over the strategic plans Supervisor Dowd sent the links to and we do this already. She went over a number Core Visions in the Marathon County plan and for each one she said Rock County is already doing them. She said she can't see paying someone else to do something we are already doing and that she feels it would be a waste of time.

Supervisor Sweeney said the committees and staff are the people who know the structure and are the best able to do this.

Supervisor Peer said he keeps coming back to – is there anything in the resolution that you, Supervisor Dowd, are suggesting that cannot be done with what we have now. He said he feels there are some of the bullet points that Supervisor Dowd really wants to keep. He added that he really did not see anything in the resolution that we don't already do.

Supervisor Kraft said she has read through all the material and spent a great deal of time reviewing it and she wanted to share a few thoughts and observations: While reading the strategic plans for the other counties she could see that they were setting paths to follow and, while this has its merits, have found that plans do not always proceed as thought out. No one planned for a CJCC and yet we needed to create one a few years ago and are recognized statewide. No one thought about the need for a Behavioral Health Redesign Steering Committee and now this committee is essential for the success of

treatment courts. We need to be open, flexible and thoughtful as we move forward in a positive, progressive manner.

Supervisor Kraft said each year departments present their annual reports to their respective committees and, in some cases, the County Board. The committees review the reports and plan with the department staff on how to proceed for the next year or years. They base their decisions on current demands, trends, mandates and finances. No one can do this better than the department's committee and supervising staff. Strategic planning includes the process of discovery and disclosures and the annual review we do does this, it is a constant in our departments. No one planned on GM leaving and could not have been foreseen in a strategic plan, but we are very fortunate to have probably the best Economic Development Coordinator in the state and his ability to work with groups such as 5.0 cannot be matched. Our departments are consistently finding ways to work with other entities, such as our recent contract with Dane County ME services, and these collaborations help us grow.

Supervisor Kraft said what she is saying is that while there are some merits in what was presented, the overall direction that is being looked for in a strategic plan might best be addressed by moving forward in the direction we are going, which has been very successful in the past. She suggested allowing our new County Administrator time to formulate and bring his ideas, after his diligent investigation on the organization of departments and committees. In the meantime we can assist him by bringing forward our thoughts and ideas.

Supervisor Kraft said we are already working on things like the ADRC and the Public Works Department is having a professional assessment done with a strategic plan in mind.

Supervisor Kraft said strategic planning includes a mission statement and our mission statement is barely five years old. She said to create a strategic plan for the entire county by 7, 9 or 29 supervisors would be difficult when each department does it so well.

Supervisor Kraft said the one thing that we need to do a better job with is getting word out to the citizens of Rock County on who we are and what we do.

Chair Podzilni said that he gets the feeling that this Committee feels we are doing strategic planning already. He asked the Committee to give him a few weeks to pull his thoughts together on what was said and bring it back to them.

Supervisor Sweeney moved to postpone the resolution indefinitely, second by Supervisor Mawhinney.

Supervisor Zajac said he likes what Chair Podzilni said about it being brought together in one place for review and to process. He added that having fresh minds and

experience together to looking at it is good, but that he does not see this as direction at this point but to wait to see what Chair Podzilni comes up with.

Chair Podzilni said he will offer a suggestion after he processes all of what was said.

POSTPONED indefinitely.

**Re-Allocate Director of Nursing Position**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015 hereby authorize that the classification of Director of Nursing be reallocated fro Pay Range 29 (\$69,937.56-\$85,048.31) to Pay Range 31 (\$74,727.22-\$90,706.90).”

Supervisor Peer moved to approve the above resolution, second by Supervisor Mawhinney.

Mr. Smith said with the Director of Nursing retiring, and after looking at comparables, we found we were below market and thought this would be a good time to update the position before we start the hiring process.

Chair Podzilni said he feels we will be looking to expand the responsibilities of this position.

ADOPTED.

**Review of Buck Property Appraisal Report.** Mr. Terronez went over the report and said the market is still a bit sluggish.

Supervisor Sweeney said the property is unique river frontage and he feels the appraisals came in about as he expected.

Supervisor Kraft agreed that she felt the appraisal was within reason and felt it could be put on the market for this price and see if it sells.

Mr. Kuglitsch said it must be competitively bid with a minimum price.

Chair Podzilni asked to have it placed on the next agenda for action.

**Executive Session:** Supervisors Arnold and Peer moved to go into Executive Session at 5:10 P.M. per Section 19.85(1)(g) Wis. Stats. Confer with Legal Counsel Regarding Possible Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Arnold, Brill, Bussie, Sweeney, Kraft, Mawhinney, Peer and Podzilni. Supervisor Thomas was absent.

Chair Podzilni announced that the Committee would meet in closed session per Section 19.85(1)(g) Wis. Stats. Confer with Legal Counsel Regarding Possible Litigation.

Supervisor Arnold moved to go out of Executive Session at 5:17 P.M., second by Supervisor Peer. ADOPTED.

**Adjournment.** Supervisor Arnold moved adjournment at 5:17 P.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**