



COUNTY BOARD STAFF COMMITTEE
Minutes – October 24, 2017

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 pm in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

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

Committee Members Excused: Supervisors Arnold and Thomas.

Staff Members Present: Josh Smith, County Administrator; Nick Osborne, Assistant to County Administrator; Amy Spoden, Human Resources Manager; Jodi Timmerman, Interim Corporation Counsel.

Others Present: None.

Approval of Amended Agenda. Supervisor Peer moved approval of the amended agenda, second by Supervisor Mawhinney. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – October 10, 2017 and October 17, 2017. Supervisor Mawhinney moved approval of the minutes of October 10, 2017 and October 17, 2017 as presented, second by Supervisor Bussie. ADOPTED.

Transfers. None.

Resolutions.

Recognizing Ronald Burdick

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors at its regular meeting this _____ day of _____, 2017, directs that a sincere expression of recognition be given to Ronald Burdick for his forty-two years and three months of service and expresses to him best wishes for the future.”

Supervisor Bussie moved approval of the above resolution, second by Supervisor Sweeney. ADOPTED.

Authorizing Thirteen Months and Five Days of Double Fill of One Correctional Officer Position

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2017, does hereby authorize the temporary double fill of one Correctional Officer position not to exceed thirteen months and five days.”

Supervisor Kraft moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Confirmation of Appointment of Corporation Counsel

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this _____ day of _____, 2017, confirms the appointment of Richard Greenlee, as Corporation Counsel in accordance with the attached conditions of employment.”

Supervisor Kraft moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Mr. Smith said that he would be able to start on November 6, 2017.

Review of 2018 Recommended Budget.

County Administrator Mr. Smith said he would be carrying over unspent training funds to use in 2018. He said the arrangement would continue with Human Resources to cover for when the Confidential Administrative Assistant is on vacation. There are funds in the budget to purchase a conference phone and license for Conference Rooms N-1 and N-2. Mr. Smith said he is recommending a personnel change of the Criminal Justice System Planner/Analyst to a Justice System Manager.

Corporation Counsel Mr. Smith said the health insurance is down due to staff changes, and training expenses are down from 2016 and 2017, but still more than the historical average.

Ms. Timmerman said she tries to go to WCA or other sponsored trainings.

Supervisor Mawhinney asked if the new Corporation Counsel would need any training. Mr. Smith said he was not sure at this time. Ms. Timmerman said she felt it would be on-the-job training and the sponsored trainings for 2018.

Human Resources Mr. Smith said the software expenses are scheduled to increase due largely to Neogov, training is down, and he is recommending an increase for the cultural competency training to allow for more staff to attend. Mr. Smith said the recommended change to personnel is for one Human Resources Manager to be re-classed

to Assistant Human Resources Director and a new position of Employee Benefits Specialist. These two positions would allow Human Resources staff more time to be proactive in addressing personnel issues.

Mr. Smith said there is funding included in the salary reserve account to accommodate any changes that were not resolved in the 2017 salary study.

Community Agency Initiatives Mr. Smith said this is under the Finance Committee tab and the recommendations are very similar to the memo they had received. He said this funding will also be discussed at the Human Services Board meeting tomorrow.

Executive Session: Supervisors Peer and Bussie moved to go into Executive Session at 4:25 P.M. per Section 19.85(1)(g), Wis. Stats. – Confer with Legal Counsel Regarding Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Mawhinney, Sweeney, Brill, Bussie, Peer, Kraft and Podzilni; Supervisors Arnold and Thomas were absent.

Supervisor Kraft moved to go out of Executive Session at 4:36 P.M., second by Supervisor Mawhinney. ADOPTED.

Adjournment. Supervisor Peer moved adjournment at 4:36 P.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.