

FINANCE COMMITTEE MINUTES

Room 213, West Square Building, 505 Broadway, Baraboo WI

Tuesday, September 23, 2014

Members present: Tommy Lee Bychinski, Wally Czuprynski, Joan Fordham, Marty Krueger and Andrea Lombard

Others present: David Armstrong, Kerry Beghin, Cindy Bodendien, Stephanie Box, Dan Brattset, Staci Dankert, Becky DeMars, Elizabeth Geoghegan, Melissa Getgen, Kim Gochanour, Carl Gruber, Lynn Horkan, Kathy Kent, Amy Lee, Todd Liebman, Betsy Maston, John Miller, Mary Ellen Murray, Keri Olson, Bill Orth, Steve Pate, Lee Roundy, Kathy Schauf, Julie Southerland, Tim Steve, Donna Stehling, Cathy Warwick, and media

The meeting was called to order by Chairperson Bychinski at 8:45 AM. Certification of open meeting compliance was given.

Motion by Czuprynski, second by Lombard to allow supervisors and public to comment for 3 minutes after departmental presentations. Motion carried. Motion by Lombard, second by Fordham to adopt the agenda. Motion carried.

Public Comment: None

Discussion and consideration of the 2015 County Budget.

Schauf reviewed the process and goals for the next two days. Levy limits and oversight committee total levy request was reviewed.

UW Baraboo/Sauk County:

Armstrong reviewed the budget request including annual facilities repair and maintenance increase, a one-time reimbursement for a power construction project and signage, and the additional funds needed to construct the science facility. Armstrong noted the annual maintenance is based on square footage; the new facility will add approximately 15,000 square feet. The Committee discussed enrollment and application trends.

Administrative/General Government Departments

Schauf noted the functional group's discussions around changes in approach to personnel practices. Communication between all parties is necessary as the personnel related systems are worked through. Succession and workforce planning has also been a major focus. 2015 will be a transitional year, expect much change.

Accounting:

Beghin reviewed the transition of staff, necessary documentation updates and emphasized the time spent on complicated changes due to class and compensation study, union decertifications, and debt restructure. She reviewed the goals and objectives for 2015 including continued involvement in personnel systems changes. Plan to expand the implementation of Kronos to larger departments to help automate payroll processes, an additional \$25,000.

Administrative Coordinator:

Schauf commented the Criminal Justice Coordinating Council (CJCC) budget is separate for transparency. She reviewed the current work of the Council and introduced Janelle Krueger the new Criminal Justice Coordinator. The Administrative Coordinator will focus on organizational capacity building to include personnel systems, professional development initiatives and succession planning. The Personnel Committee will establish a timeline for completion by the end of 2015. Schauf noted the 2015 budget continues to include an amount for contractual consulting to be used as specific policy issues arise.

Building Projects: None currently. Future building projects will be incorporated into departments.

Building Services: Stieve noted restructure in staffing due to impending retirement and staff vacancy. Utilities were reduced for 2014, current trends require these expenses to be increased for 2015. Stieve updated the Committee on various energy saving initiatives planned for 2015. Gruber reviewed insurance. Courthouse security was discussed.

Emergency Management: Stieve noted no changes, programs remain consistent and funding remains steady.

Insurance: Gruber and Beghin reviewed workers compensation self insurance. Rates should stay the same. Calculations are very structured. The plan has been a successful.

Landfill Remediation: Stieve reviewed the long term issues with maintenance of the landfill and the projected deficit to meet the 40 year requirement. The Department of Natural Resources (DNR) is requiring a plan to address the potential shortfall. Stieve reviewed the current activities and maintenance of the landfills.

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Corporation Counsel: Liebman reviewed program areas and goals. He discussed a budget item to migrate to paperless files and obtain internal and external cross reference capability.

County Clerk: DeMars discussed the department's goals, office responsibilities and staffing. The Committee discussed funding and purchase of a new voting system.

Dog License: DeMars explained the program and how revenues are split between municipalities, state and the Humane Society.

Management Information Systems (MIS): Pate noted the budget is slightly up from last year but remains below than the costs of four years ago. Major systems have been purchased. Trends are showing centralization of costs to MIS as departments share systems and costs are not charged back. Pate noted staff transfer from Treasurer Department to MIS to enable better operations. Pate discussed and highlighted benefits of advanced technology.

Personnel: Schauf noted prior discussions on personnel implementation and key areas of change. The budget includes hiring a Limited Term Employee (LTE). She noted goals speak to activities ahead. Schauf commented on the three year health insurance contract. A concerted effort will be made around implementing health assessments and wellness program incentives to continue to keep health insurance costs down.

Treasurer: Geoghegan reviewed goals and objectives. She reviewed 2015 staffing changes due to an impending retirement. Discussed potential tax deeds to be taken this fall and continued low interest rates on investments.

Recess at 11:40 until 1:00 PM.

Resumed at 1:00 PM

Motion by Czuprynko, second by Lombard to allow supervisors and public to comment for 3 minutes after departmental presentations. Motion carried.

Health & Human Services/Supportive Services Departments

Gochanour noted the group is working on streamlined goals and objectives to work collaboratively across departments.

Aging & Disability Resource Center: Olson reviewed numerous changes made in the past 12 months concerning staffing and programs. She highlighted the major changes to better utilize staff to better manage and deliver services. Through attrition staff levels have been realigned and responsibilities have been restructured. She highlighted 2014 changes being made to the transportation program. Diminishing state funding was discussed. Congregate dining, home delivered meal and the changing needs of the population and program participants were discussed.

Health Care Center (HCC): Gochanour reviewed exploration of moving Home Care (HC) to the HCC. She reviewed budget components in the HCC for HC and foot clinic. She noted the HCC Board of Trustees expressed concern around this addition to the HCC. The impact of the debt restructure was highlighted. Gochanour reviewed changes to wages and services. Revenues, collections and funding were discussed.

Supervisor comment: HCC Board of Trustees Chair Murray commented on the HCC budget.

Home Care: Currently budgeted in the HCC.

Human Services (HS): Orth reviewed the budget narrative, levy request and highlighted multiple program areas and their financial impact. The budget has a levy decrease and still allows for enhanced programing in areas such as homelessness and CJCC. Orth reviewed the two additional positions requested. He noted increased Medicaid revenues, specifically in Comprehensive Community Services (CCS), and decreased institutions and alternate care expenses have been very favorable to the department. The Committee reviewed institution trends.

Public Health: Bodendein reviewed changes to department programs and staffing. Dental funding has been reduced; the budget includes additional levy to maintain the current level of service into 2015. Bodendein reviewed the new Nurse Family Partnership (NFP) program. She noted changes in the public health arena moving towards building public and private community coalitions.

Environmental Health: Bondendein noted that contracts continue and the coalition is looking to expand the limited agent contract. She reviewed the staffing changes. This is the first time in 5 years that the department has seen a levy increase.

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Veterans Service: Previously presented 8/18/2014.

Supervisor comment: Supervisor Stehling commented on veteran services.

Women, Infants & Children (WIC): Bodendien reviewed the subcontract with ADRC. Funding remains intact for these programs.

Public Comment: None

Motion by Fordham, second by Czuprynko to adjourn the meeting at 2:35 pm. Motion carried. 2014 Budget presentations will begin at 8:30 AM on Wednesday, September 24, 2014.

Respectfully submitted,

Andrea Lombard
Finance Committee Secretary