

JOINT FINANCE AND PERSONNEL COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Friday, June 11, 2010

Finance Committee Members present: Steve Bach, Tommy Lee Bychinski, Joan Fordham, Jason Lane, William F. Wenzel

Personnel Committee Members present: Andrea Lombard, Jason Lane, Tim Meister, Henry Netzing, Peter Tollaksen

Others present: Kerry Beghin, Dan Brattset, Julie Bychinski, Hazel Coppennoll, Jessica Fry, Elizabeth Geoghegan, Kim Gochanour, Lynn Horkan, Marty Krueger, Todd Liebman, Jeff Meador, Steve Pate, Michelle Posewitz, Kathy Schauf, Brian Simmert, Jeff Spencer, Terry Spencer, Mark Steward, Mike Stoddard, Gina Thill, Joe VanBerkel, Trish Vandre, Dena Weinke, media

The meeting was called to order by Finance Committee Chairperson Bychinski at 8:15 AM. Certification of open meeting compliance was given. **Motion by Tollaksen to nominate Bychinski to serve as chair of the joint meeting, close nominations, and cast a unanimous ballot, second by Fordham. Motion carried.**

Motion by Netzing to adopt the agenda, second by Wenzel. Bach- Naye, all others-Aye. Motion carried.

Motion by Tollaksen to adopt the minutes of previous meeting May 11, 2010 with a typographical correction, second by Netzing. Motion carried.

Public Comment

Jeff Spencer, Sheriff Department, spoke about non-represented employees including supervisors in Sheriff Dept. He voiced concern of wage compression issues. Julie Bychinski, Sheriff Department, spoke to correct a comment from last County Board meeting regarding Richland County pay 5% decrease.

Consideration of Resolution Approving the 2011 Annual Cost of Living Adjustment (COLA) for Non-Represented Employees' Salaries Effective January 1, 2011.

Schauf commented that we are very early in the budget process and many unknowns remain. Schauf pointed out things we do know. We do see a decline in property values, consistent with what is happening across the nation. We need to keep in mind the levy rate limits and the future where we might possibly run into that limit as result as property value decrease and expense increase. Currently, we are situated well and it continues to be monitored. State and Federal Funds are in jeopardy. Congress has not reauthorized matching Medicaid funds for first half of next year. State is considering relaxing mandate requirements. ARRA funds that plugged holes in the state budget and pass through funding were around \$3 to \$3.4 billion. We need to view all budgetary change through the lens of sustainability. New positions should include collaboration review and sustainability. Instead of cost of living adjustment (COLA), there are other potential options for non-represented employees. Wage compression is an issue and there are ways to address that without COLA. M Posewitz confirmed the last three department head vacancies had market adjustments in order to attract and fill the vacancies, and wage compression exists between supervisory and line staff. **Motion by Lane, second by Fordham to form an adhoc committee to consider options for non-represented employees. Unanimous aye vote by both committees, with Bychinski abstaining. Motion carried.** Committee will include staff and county supervisors. Krueger indicated he will work with the chairs and members. Committee agreed not to set a date for the report with the understanding that committees will reconvene by August.

2011 Budget Process – Consideration and Discussion of Reclassification and New Position Requests.

Reclassification Requests:

Health Care Center (HCC) – Gochanour spoke about increased responsibilities of the administrative secretary, including admission and personnel duties. Increasing mandates also require change. Gochanour stated the HCC will see an increase in Medicare rates due to the new facility and a decrease in maintenance positions in fall. Gochanour gave history of the Laundry/Housekeeping supervisor position. Reduction of maintenance staff will help cover this increase.

Planning and Zoning – Steward spoke about the reclassification for the Planner-GIS position. Position has worked on the comprehensive plan which is now in implementation phase. Steward reviewed the jobs responsibilities. Portion of salary is paid through grant dollars. This new classification better suits position job duties. Steward noted that grants could possibly cover these additional reclass expenses. Krueger commented about departmental overlap with the Working Lands initiative.

New Position Requests:

Corporation Counsel – Liebman reviewed the history of the legal secretary position around CHIPS and JIPS as part of Corporation Counsel. Liebman expressed that other staff have absorbed this vacancy's work. He commented that they cannot continue at the current staffing level. Funding for the attorney position through Human Services was discussed. Possible collaboration with other departments for work was discussed. Questioned if administrative work could be funded by same Human Services resource. Discussed constructing the 2011 budget with the position and without.

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Human Services – Brattset talked about Family Care positions and their funding. Nurse Case manager and Social Worker Case Manager positions will only be added as volume in program requires. Thill reviewed caseload numbers. Position requests are based on estimates of new enrollees. Beginning September 1, 2011, Family Care will be an entitlement with no waiting lists. Fordham talked about the funding of Family Care and the design of Southwest Family Care Alliance (SFCA). State and County responsibilities were discussed. The Family Care Supervisor position request is a requirement of SFCA due to the anticipated Nurse and Social Worker staffing levels.

Land Conservation – VanBerkel explained the Conservation Technician is not a new position request, but a request to fill a vacancy as a result of attrition in 2009. VanBerkel spoke about unmet goals due to 40% staff decrease over 8 years. VanBerkel reviewed departmental responsibilities in agriculture, conservation and environmental protection. As a manager he needs to let the Committee know the department is falling behind in objectives. Most of the position will be funded with current budgeted funds and other adjustments. VanBerkel said if position is not replaced, the County will need to look at what will not be provided programmatically.

Motion by Bach to the reclass both the HCC Laundry/Housekeeping Supervisor and Administrative Secretary, second by Netzing. Vote called: Finance Committee: Bach-Aye, Bychinski-Aye, Fordham-Aye, Lane-Aye, Wenzel-Aye. Personnel Committee: Lane-Aye, Lombard-Aye, Meister-Nay, Netzing-Aye, Tollaksen-Aye. Motion carried.

Motion by Lane to reclass the Planning and Zoning Planner-GIS so long as the additional cost can be absorbed within the budget, second by Tollaksen. Vote called: Finance Committee: Bach-Aye, Bychinski-Aye, Fordham-Aye, Lane-Aye, Wenzel-Aye. Personnel Committee: Lane-Aye, Lombard- Nay, Meister-Nay, Netzing- Nay, Tollaksen-Aye. Motion failed.

Motion by Tollaksen for Corporation Counsel to construct two or more budget scenarios with varying degrees of part time hours for the Legal Secretary and without the position, and postpone action until budget time, second by Netzing. Vote called: Finance Committee: Bach-Aye, Bychinski-Aye, Fordham-Aye, Lane-Aye, Wenzel-Aye. Personnel Committee: Lane-Aye, Lombard-Aye, Meister-Aye, Netzing-Aye, Tollaksen-Aye. Motion carried.

Motion by Fordham to authorize new Human Service Positions: Nurse Case Managers (5 FTE), Social Worker Case Mangers (5 FTE), Family Care Program Supervisor (1 FTE), to be filled as program volume requires, second by Bach. Vote called: Finance Committee: Bach-Aye, Bychinski-Aye, Fordham-Aye, Lane-Aye, Wenzel-Aye. Personnel Committee: Lane- Aye, Lombard-Aye, Meister-Aye, Netzing-Aye, Tollaksen-Aye. Motion carried.

Motion by Tollaksen to authorize Land Conservation Technician if funded through existing budget, second by Fordham. Motion amended by Fordham to also postpone action until budget time, second by Tollaksen. Vote called: Finance Committee: Bach-Aye, Bychinski-Aye, Fordham-Aye, Lane-Aye, Wenzel-Aye. Personnel Committee: Lane- Aye, Lombard-Aye, Meister-Aye, Netzing-Aye, Tollaksen-Aye. Motion carried.

Discuss request for review of overtime.

Committee agreed that review of overtime will be part of preparation for 2011 budget by all departments. Krueger stated it can also be made part of adhoc committee considerations.

Motion by Lane to adjourn the meeting, second by Bach. Motion carried.

Respectfully submitted,

Joan Fordham
Finance Committee Secretary

Andrea Lombard
Personnel Committee Secretary