

JOINT FINANCE AND PERSONNEL COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Tuesday, August 13, 2013

Finance Committee Members present: Tommy Lee Bychinski, Joan Fordham, Jason Lane, and Andrea Lombard

Excused: William F. Wenzel

Personnel Committee Members present: Scott Alexander, Carol Held, Tim Meister, and Henry Netzing

Excused: Peter Tollaksen

Others present: Kerry Beghin, Cindy Bodendin, Bridgette Bodette, Sharon Boesl, Jessica Fry, Kevin Fults, Lynn Horkan, Tom Kriegl, Chip Meister, Bill Orth, Steve Pate, Michelle Posewitz, Kathy Schauf, Jeff Spencer, Scott Steinhurst, Trish Vandre, and Cathy Warwick

The meeting was called to order by Finance Committee Chairperson Bychinski 3:00 PM. Certification of open meeting compliance was given. **Motion by Fordham, second by Lombard to nominate Bychinski to serve as chair of the joint meeting. Motion by Fordham, second by Held to close the nominations and unanimously elect Bychinski. Motion carried. Motion by Alexander, second by Netzing to adopt the agenda. Motion carried.**

Public Comment: None.

Consideration of travel request in excess of 300 miles for MIS staff to attend the Midwest Lotus Users Group conference in Indianapolis, Indiana.

Pate requested attendance of MIS staff Lotus developer to attend conference for training. Traveling with another attendee, expenses would be for four nights lodging and meals. Pate confirmed there is not closer training of this type. Funds are in the budget. **Motion by Lombard, second by Fordham to authorize travel request in excess of 300 miles for MIS staff to attend the Midwest Lotus Users Group conference in Indianapolis, Indiana. Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Aye. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

Human Services – Consideration and discussion to create 1.0 FTE, Social Worker (Children and Family Support Unit).

Orth and Bodette reviewed the Children and Family Unit population and services. Orth noted caseloads have increased and current staff levels are not sufficient. The waiting list of 12-14 families lasts as long as a year. The additional position would be fully funded through federal and state dollars with no levy impact. **Motion by Fordham, second by Held, to create 1.0 FTE, Social Worker for Human Services Children and Family Support Unit. Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Aye. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

Human Services – Consideration and discussion to create 1.0 FTE, Psychiatrist position.

Orth and Boesl noted position is needed to retain the current contracted psychiatrist who has been offered a position elsewhere. The psychiatrist would no longer be contracted, but instead be an employee of the County with benefits. Employment would be exempt with approximately 32 hours per week. Other open contracts would not be filled. Committee discussed need for psychiatry services and the importance of minimizing hospitalizations at a cost to the County. Orth and Bodendin noted there is a shortage of psychiatrists throughout the state. Malpractice insurance would be carried by the psychiatrist. However it is unknown at this time if there will be additional County insurance costs. Discussed the wage, hours and offsetting revenue. Orth noted the other department's psychiatrist would remain contracted. Boesl spoke to the coordination of care and medication management that this position brings. Discussed preparing for changes due to the Affordable Care Act. **Motion by Alexander, second by Lane, to create 1.0 FTE, Human Services Psychiatrist position. Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Aye. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

Public Health – Consideration and discussion to create 1.0 FTE, Public Health Systems Analyst (project).

Bodendin noted a limited term position was created to help launch the public health management system, has also been involved in the accreditation work, and serves as back up for accounts payable, payroll and billing. The request is to make the LTE a two-year project 1.0 FTE, therefore making it a position with benefits. The position will be largely grant funded. Discussed the benefits of accreditation and the need to prepare for the Affordable Care Act (ACA). Schauf noted the importance of considering broadly the need for providing intake and resource opportunities across all departments as a result of ACA. Bodendin confirmed the current LTE position will be eliminated. **Motion by Lombard, second by Held, to create 1.0 FTE, Public Health Systems Analyst (project). Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Aye. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

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Sheriff's Department – Consideration and discussion to create 1.0 FTE, Patrol Deputy (project, drug enforcement).

Sheriff Chip Meister reviewed the project position request and noted the title of patrol deputy will bring the department flexibility. Project position would be evaluated after a year, including the use of evidence-based statistics. Committees discussed increased overdose deaths, number of drug related tips and arrests and other related crimes. Schauf noted a justice continuum committee will be moving forward also to recommend programmatic options within the Justice Continuum to coordinate efforts across departments and committees that pertain to programs typically aligned with clients of the justice system. **Motion by Tim Meister, second by Held, to create a one year 1.0 FTE, Patrol Deputy (project, drug enforcement) position. Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Aye. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

ADRC – Consideration and discussion to create 1.0 FTE, Volunteer Coordinator position.

Vandre clarified this would be a 0.50 FTE. She noted the addition of this position would allow restructure within the department, dividing volunteer coordinator and family care giver support program tasks. This would also allow time to establish a new program of self-directed volunteer teams to engage the community with minimal or no government intervention. The funding streams and their associated county match were discussed. Schauf noted there is a policy decision here in developing new programming related to county and community issues. The policy decision needs to be made before the resources are allocated. There was consensus that there are policy and financial issues that still need to be worked out. **Motion by Tim Meister, second by Alexander, to continue to develop a 0.50 FTE, ADRC Volunteer Coordinator position. Vote called: Finance Committee: Bychinski-Aye, Fordham-Aye, Lane-Aye, Lombard-Nay. Personnel Committee: Alexander-Aye, Held-Aye, Meister-Aye, Netzing-Aye. Motion carried.**

All position approvals are preliminary, and today's actions are so that department managers can proceed with incorporation into the requested budget. After all 2014 budget requests are received and reviewed as a whole, these positions will be reevaluated. Absolute creation of these positions is dependent on further committee approval, County Board approval, and budget adoption.

Schauf noted the possible 10.4 % health insurance increase; negotiations are still ongoing. The classification and compensation study consultant is preliminarily recommending 5% increase for all (except sworn unit) is budgeted, estimated \$1.2 million. Posewitz reviewed the timeline for union bargaining.

Motion by Meister, second by Lombard to adjourn the meeting. Motion carried.

Respectfully submitted,

Joan Fordham
Finance Committee Secretary

Carol Held
Personnel Committee Secretary