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**WASHINGTON COUNTY
ADMINISTRATIVE SERVICES COMMITTEE**

4 Courthouse - Government
5 West Bend, WI

January 6, 2011
9:00 a.m.

7 Present: James Core, Raymond Heidtke, Roy Justman, Michael Miller, and Peter Sorce.

9 Also Present: Administrative Coordinator Doug Johnson, Chairperson Herbert Tennes, County Attorney
10 Kim Nass, County Clerk Brenda Jaszewski, Deputy County Attorney Chris Ohlis, Facilities Manager
11 Dave Loomans, Human Resources Analyst Sandy Weiland, Human Resources Director Peter German,
12 Human Resources Employee Benefits Manager Michelle Hoey, Human Resources Employee Benefits
13 Specialist Erin Jasinski, Human Services Deputy Director Michael Bloedorn, Samaritan Campus
14 Administrator Ed Somers, Sheriff Dale Schmidt, Supervisor Michael Bassill, Supervisor Richard
15 Bertram, Supervisor Mary Goeman, Supervisor Ralph Hensel, Supervisor William Meyers, Supervisor
16 Dennis Myers, Supervisor Daniel Stoffel, Supervisor Paul Ustruck, and County Clerk Administrative
17 Assistant Linda Doro.

19 Chairperson Justman called the meeting to order at 9:00 a.m. and read the Affidavit of Posting.

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21 **CLOSED SESSION**

22 Moved by Mr. Sorce, seconded by Mr. Miller to convene into closed session at 9:02 a.m. pursuant to Wis.
23 Stats. §19.85(1)(e), deliberating or negotiating other specified public business whenever competitive or
24 bargaining reasons require a closed session, specifically "to discuss contract offers from Samaritan, Social
25 Workers, and Deputy Sheriff's Association" and §19.85(1)(f) and (1)(g), conferring with legal counsel for
26 the governmental body who is rendering oral or written advice concerning strategy to be adopted by the
27 body with respect to litigation in which it is or is likely to become involved, specifically "to discuss
28 possible worker's compensation settlement on pending worker's compensation case/claim." Motion
29 carried unanimously by roll call vote.

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31 **OPEN SESSION**

32 Moved by Mr. Heidtke, seconded by Mr. Sorce to return to open session at 9:55 a.m. Motion carried
33 unanimously by roll call vote.

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35 **POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION**

36 Moved by Mr. Miller, seconded by Mr. Sorce to approve the 2011 Washington County Professional
37 Social Workers Association Employees Labor Agreement, and forward to the County Board. Motion
38 carried.

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40 **MINUTES**

41 Moved by Mr. Sorce, seconded by Mr. Core to approve the December 7, 2010, minutes as presented.
42 Motion carried.

43
44 **HUMAN RESOURCES DIRECTOR'S UPDATE**

45 Commendation Resolutions

46 Moved by Mr. Heidtke, seconded by Mr. Miler to approve the commendation resolution for Katherine A.
47 Gibson, who has 28 years of service and is retiring from her position of Economic Support Specialist at
48 the Human Services Department, and Frank M. Mayer, who has 37 years of service and is retiring from
49 his position of Special Deputy Sheriff at the Sheriff's Department, and forward to the County Board.
50 Motion carried.

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52 Employee Relations Activities

53 Mr. German presented a status report on the eight union contracts.
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1 **COMMITTEE MEETING DATES FOR 2011**

2 The Administrative Services Committee will tentatively meet on Tuesday, January 11, 2011, at 8:30 a.m.,
3 Thursday, January 27, 2011, at 9:00 a.m., Thursday, February 24, 2011, at 9:00 a.m., Tuesday, April 5,
4 2011, at 9:00 a.m., Thursday, May 26, 2011, at 9:00 a.m., and Thursday, June 23, 2011, at 9:00 a.m.

5
6 **STATUS REPORT ON WIC REMODELING PROJECT, UNDERWAY**

7 Mr. Loomans presented a status report on the WIC Remodeling project within the Health Department at
8 the Public Agency Center. The project was started on December 23, 2010, and has a target completion
9 date of January 31, 2011.

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11 **2010 YEAR END REVIEW OF JOHNSON CONTROLS PROJECTS ACCOMPLISHED**

12 Mr. Loomans presented examples of projects, major repairs, continued improvements, and value added
13 items completed by Johnson Controls in 2010.

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15 **ADJOURNMENT**

16 Moved by Mr. Heidtke, seconded by Mr. Core to adjourn the meeting at 10:31 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk