

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2
3 Courthouse - Room 2024
4 West Bend, WI

April 23, 2009
9:00 a.m.

5
6 Present: Roy Justman, James Core, Melvin Ewert, Raymond Heidtke, and Peter Sorce.

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8 Also Present: Chairman Herb Tennes, Administrative Coordinator Doug Johnson, Human Resources Director
9 Peter German, Human Resources Analyst Sandy Weiland, Aging, Disability & Resource Center Director Linda
10 Olson, Health Director Linda Walter, Facilities Manager David Loomans, County Clerk Brenda Jaszewski, and
11 Administrative Assistant Linda Doro.

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13 Chairperson Justman called the meeting to order and read the Affidavit of Posting.

14
15 **DISCUSSION OF MASTER PLAN PROJECT WITH COMMITTEE INPUT**

16 Appearance: Douglas Hursh, Ron Locast, Wendy von Below, and Danielle Jones, Potter Lawson Architects
17 Mr. Hursh presented the planning schedule for the overall project and reported Ron Locast will oversee the
18 Master Plan project and Wendy von Below will oversee the Public Agency Center (PAC) space needs study. The
19 Potter Lawson Team, Committee and Staff discussed the goals and objectives for the master plan, PAC Space
20 Needs study and Senior Center use.

21
22 **CLOSED SESSION**

23 Moved by Mr. Sorce, seconded by Mr. Heidtke to convene into closed session at 10:04 a.m. pursuant to Wis.
24 Stats. § 19.85(1) (e) "to discuss Highway contract negotiations and leave without pay options for county
25 employees." Motion carried unanimously by roll call vote.

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27 **OPEN SESSION**

28 Moved by Mr. Heidtke, seconded by Mr. Ewert to return to open session at 10:38 a.m. Motion carried
29 unanimously by roll call vote.

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31 **DECISION ON HEALTH PAYMENT SYSTEMS "SUPER EOB"**

32 Moved by Mr. Core, seconded by Mr. Heidtke to authorize the Human Resource Director to contract with Health
33 Payment Systems for a one-year contract, subject to County Attorney review. Motion carried with Mr. Sorce
34 voting no.

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36 **DECISION ON WELLNESS INTERN**

37 Moved by Mr. Heidtke, seconded by Mr. Ewert to authorize the Human Resources Department to hire a Wellness
38 Intern this summer, at no cost to the County, contingent that the position is considered volunteer under the
39 County's insurance. Motion carried.

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41 **HUMAN RESOURCES DIRECTOR'S UPDATE**

42 Commendation Resolution

43 None.

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45 Employee Relations Activities

46 None.

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48 **CONSIDER RECOMMENDATION FOR USE OF ENERGY EFFICIENCY AND CONSERVATION**
49 **BLOCK GRANT**

50 Mr. Johnson reported on the Federal Stimulus Energy Efficiency and Conservation Block Grant program.
51 Washington County was selected to receive grant funding in the amount of \$524,000. The application deadline is
52 June 25, 2009. The funding could be used to benefit both the county and local municipalities. Mr. Johnson
53 suggested using \$100,000 of these grant funds for the UW-Washington County boiler project that is in the Capital

1 Improvement Plan for 2010. The committee discussed possible uses of the grant and asked Mr. Johnson to pass
2 on the information discussed to the Executive Committee.

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4 **NEXT MEETING DATE**

- 5 • Tuesday, April 28, 2009 joint with Executive Committee
- 6 • Thursday, May 28, 2009, at 9:00 a.m.

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8 **ADJOURNMENT**

9 Moved by Mr. Sorce, seconded by Mr. Ewert to adjourn the meeting at 11:31 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk