

1 **FINANCE COMMITTEE**

2  
3 Government Center  
4 West Bend, WI

October 1, 2007  
8:30 a.m.

5  
6 Present: Herbert J. Tennies, James E. Spindler, Joan A. Russell (arrived at 9:22 a.m.), Richard L.  
7 Bertram, and Ralph R. Hensel.

8  
9 Also Present: County Board Chair Thomas J. Sackett, Administrative Coordinator Douglas A.  
10 Johnson, Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, and Judy Steinert,  
11 Administrative Assistant.

12  
13 Chairperson Tennies reconvened the meeting at 8:30 a.m.

14  
15 **Department of Social Services**

16 The Department of Social Services budget was presented by Director Michael Bloedorn and  
17 Accounting Supervisor Mary Knoeck. Mr. Johnson presented the 2008 base level funding of  
18 \$3,137,561 and the recommended budget is \$3,237,996 (\$947 more than 2007; 3.2% above Base).

19  
20 Two full-time positions were removed from the Social Services staffing plan and reassigned to the  
21 ADRC when it was created. This reassignment is taken into consideration with Base level and 2007  
22 Projected figures, but not the 2007 Budget. Daily rates at State juvenile correction institutions are  
23 proposed to increase 28%. Any actual reduction in related State Youth Aids Funding for counties in  
24 the adopted 2007-09 State Budget will require later budget adjustments for this department.

25  
26 **DECISION ITEMS FUNDED:**

- 27 ① Restore Deputy Director position to full-time @ \$40,096  
28 ② Add Economic Support Supervisor position with reorganization net @ \$23,126  
29 ③ Continue one Senior Social Worker position at full-time @ \$36,386  
30 ④ Adjustment to Base level Out of Home Care for Children @ \$827  
31 ⑤ Economic Support Specialist position for ADRC services (Family Care implementation)

32 **NOT YET FUNDED:**

- 33 ④ Child Care Institution days below requested level @ \$50,000  
34 ④ Juvenile Corrections days below requested level @ \$69,750  
35 ④ Group care days below requested level @ \$74,460

36  
37 **OTHER ADJUSTMENTS TO REQUEST:** Increased State Youth Aids Funding for Counties is  
38 proposed in Senate Bill 40 (State Budget). The formula allocation will result in an additional \$40,015  
39 here. A small correction of \$141 was made in the final indirect cost allocation, reducing DSS expense.

40  
41 **ONE MORE THING:** The department has contracted with Ozaukee County for 20 hours per week of  
42 their Foster Care Coordinator position. This is a mutually beneficial arrangement, allowing the  
43 Coordinator to concentrate on this one line of work in two settings instead of performing unrelated  
44 duties here. About \$30,000 of new revenues helps to reduce the need for county levy without a  
45 reduction in services.

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1 Moved by Mr. Spindler, seconded by Mr. Bertram to tentatively approve the Social Services 2008  
2 recommended budget and levy, including position requests and user fees, in the amount of \$3,237,996.  
3 Motion carried.

#### 4 5 **Human Resources**

6 The Human Resources budget was presented by Director Peter German. Mr. Johnson presented the  
7 base level funding of \$657,357 and the recommended budget is \$751,217 (+14.3%).

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9 This department was not assigned a 1.5% increase in the Base level funding because of expected  
10 savings from the retirement of the former HR Director, at the top of the Pay Range. Upon further  
11 review, those savings were fully anticipated in the 2007 Budget. As described in the Budget  
12 Highlights, improved technology is one of the highest priorities for this department to deliver services  
13 needed by all of our departments at an acceptable cost going forward.

#### 14 15 **DECISION ITEMS FUNDED:**

- 16 ① 1.5% base increase needed to cover wage and benefit increases for staff @ \$9,860
- 17 ② Continue JDE HR software implementation with HR assuming its costs @ \$84,000

#### 18 19 **NOT YET FUNDED:**

- 20 ③ Reduce advertising budget below 2007 level of use @ \$7,000

21  
22 **ONE MORE THING:** The initiative to have employees pay 10% of the cost of medical bills up to a  
23 yearly out of pocket maximum has helped the 2008 County Budget but delayed settlement of labor  
24 agreements. Premium increases are budgeted at +5% because of "90/10"; a 9% increase would have  
25 been necessary if we continued with the health plan paying 100% of in network medical bills. Parks  
26 and Highway labor contracts are headed to binding arbitration after expiration dates largely due to the  
27 County insistence on 90/10.

28  
29 Joan Russell arrived at 9:22 a.m.

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31 Moved by Mr. Bertram, seconded by Mr. Spindler to tentatively approve the Human Resources 2008  
32 recommended budget and levy, including out of state travel, in the amount of \$751,217. Motion  
33 carried with Mr. Hensel voting no.

#### 34 35 **District Attorney**

36 The District Attorney budget was presented by District Attorney Todd Martens. Mr. Johnson  
37 presented the base level funding of \$464,054 and the recommended budget is \$477,419 (+2.9%).

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39 Continues the current staffing pattern at next year's costs. State Victim Witness revenues are budgeted  
40 at the 2007 budget level. Any reduction in this figure in the adopted State Budget will need to be  
41 addressed by this department.

#### 42 43 **DECISION ITEMS FUNDED:**

- 44 ① Cost of current support staffing, above Base level @ \$13,365

45  
46 **OUTLAY:** Replacement of FAX machine @ \$750

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48

1 **ONE MORE THING:** The District Attorney has an important role in addressing the problem of  
2 Operating While Intoxicated (OWI) offenders. This year a Treatment Alternatives Diversion program  
3 was implemented. Victim Impact Panels were continued as a sentencing tool to reduce recidivism  
4 among OWI offenders  
5

6 Moved by Mr. Bertram, seconded by Mr. Hensel to tentatively approve the District Attorney 2008  
7 recommended budget and levy, including outlay, in the amount of \$477,419. Motion carried.  
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### 9 Clerk of Courts

10 The Clerk of Courts budget was presented by Clerk of Circuit Court Kristine Deiss. Mr. Johnson  
11 presented the base level funding of \$1,489,093 and the recommended budget is \$1,471,387 (-1.2%).  
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13 The decision item is funded with the assistance of increased State Courts Funding for Courts in the  
14 Clerk of Courts budget. This revenue also figured into the Probate budget, making the combined  
15 county levy for the two departments the same as for 2007. Any actual reduction in this anticipated  
16 State Courts Funding in the adopted 2007-09 State Budget will require later budget adjustments for  
17 these two departments.  
18

### 19 **DECISION ITEMS FUNDED:**

- 20 ① 2008 costs of Courthouse security staffing from Sheriff's Department @ \$47,433 above Base  
21

22 **OTHER ADJUSTMENTS TO REQUEST:** Increased State Courts Funding for Counties is  
23 proposed in Senate Bill 40 (State Budget). The Supreme Court formula will result in an additional  
24 \$65,139 here.  
25

26 **ONE MORE THING:** The caseload statistics for the court system has been in a stable pattern with  
27 annual variations up and down. During the period 2002-2006 Case Filings were between 12,100-  
28 12,600 per year; Family Court Commissioner Hearings were between 2,400-2,800 annually.  
29

30 Moved by Mr. Bertram, seconded by Ms. Russell to tentatively approve the Clerk of Courts 2008  
31 recommended budget and levy, including user fees and out of state travel, in the amount of \$1,471,387.  
32 Motion carried.  
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34 Moved by Ms. Russell, seconded by Mr. Spindler to reconsider the Clerk of Courts 2008 budget if the  
35 anticipated state funding is not realized and recommend that the Judges, Sheriff's Department and  
36 Clerk of Courts meet with the Administrative Coordinator to discuss Courthouse Security needs and  
37 costs. Motion carried.  
38

### 39 Sheriff

40 The Sheriff's Department budget was presented by Sheriff Dale Schmidt and Supervisor James  
41 Schwartz. Mr. Johnson presented the base level funding of \$13,397,908 and the recommended budget  
42 is \$13,832,190 (+4.8%).  
43

44 The Requested budget is a very reasonable one for taxpayers, the lowest rate of increase for this  
45 department in the past ten years.  
46

### 47 **DECISION ITEMS FUNDED:**

- 48 ① Two Deputy Sheriff positions for anticipated Richfield contract (no county levy)

- ② Funds added for Deputy Sheriff position left vacant in 2007 @ \$67,520
- ③ Radio System Administrator position for six months @ \$41,442
- ④ Replacement of twelve squad cars @ \$226,800
- ⑤ Patrol and Communications overtime at recommended levels @ \$46,000

**NOT YET FUNDED:**

- ⑥ Officer training and training overtime at recommended levels @ \$66,076
- ⑦ Underfund additional ½ Deputy Sheriff position for turnover @ \$44,580
- ⑧ Underfund additional ½ Corrections Officer position for turnover @ \$38,093

**OTHER ADJUSTMENTS TO REQUEST:** Increase Jail revenue by \$15,000

**OUTLAY:** Squad cars and other equipment @ \$322,733

**ONE MORE THING:** Significant accomplishments of the year to date include installation of added security cameras and recording equipment in the jail, release of the RFP for the Countywide Radio Project, and revising the Administration staffing plan to include a sworn Lieutenant position.

Moved by Ms. Russell, seconded by Mr. Spindler, to tentatively approve the Sheriff's Department 2008 recommended budget and levy, including position requests, outlay, and user fees, in the amount of \$13,832,190. Motion carried.

**Medical Examiner**

The Medical Examiner budget was presented by Medical Examiner Kelly McAndrews and Supervisor James Schwartz. Mr. Johnson presented the base level funding of \$221,145 and the recommended budget is \$251,527 (+15.4%).

The transition to operation of a Medical Examiner department continues to get closer to a point of stable, sustainable staffing and funding. The Medical Examiner has initiated cost savings that do not reduce public services, including the establishment of a morgue in a county building at a savings of nearly \$40,000 per year. Staff development costs are continued at the same level as 2007.

**DECISION ITEMS FUNDED:**

- ① Costs of full time positions including indiv. to family health insurance @ \$20,116
- ② Increased call volume for per diem staff @ \$3,600
- ③ Autopsies budgeted at estimated level 55 cases @ \$6,666

**NOT YET FUNDED:**

- ④ Autopsies budgeted at estimated level of 60 cases @ \$8,035

**ONE MORE THING:** The number of pre-cremation viewings performed by this department doubled in the past ten years, reaching 300 in 2006.

Moved by Mr. Spindler seconded by Ms. Russell, to tentatively approve the Medical Examiner's 2008 recommended budget and levy, including out of state travel and user fees, in the amount of \$251,527. Motion carried.

**Probate & Juvenile Court**

1 The Probate and Juvenile Court budget was presented by Register in Probate Kay Morlen, Accounting  
2 Assistant Patricia Schaller, and Supervisor James Schwartz. Mr. Johnson presented the base level  
3 funding of \$471,689 and the recommended budget is \$489,395 (+3.8%).  
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5 The decision items are funded with the assistance of increased State Courts Funding for Counties in the  
6 Clerk of Courts budget. The funding reduction recommended for Probate makes the combined county  
7 levy for the two departments the same as for 2007. Any actual reduction in the anticipated State Courts  
8 Funding in the adopted 2007-09 State Budget will require later budget adjustments for these two  
9 departments.  
10

11 **DECISION ITEMS FUNDED:**

- 12 ① Attorney and Doctor Fees at recommended levels @ \$9,000
  - 13 ② Other operating costs at recommended levels above Base @ \$6,798
  - 14 ③ National Association of Court Management annual conference @ \$2,383
- 15

16 **NOT YET FUNDED:**

- 17 ② Other operating costs at recommended levels @ \$1,556
- 18

19 **OTHER ADJUSTMENTS TO REQUEST:** Correction of the amount due to the Sheriff's  
20 Department for the Juvenile Court program reduces expenses by \$475.  
21

22 **ONE MORE THING:** The Register in Probate continues to increase the effectiveness of collections  
23 efforts despite conservative budgeting. Though budgeted revenues for next year have been increased, if  
24 2008 State Courts Funding is below expected levels, an additional \$12,000 of revenue could be  
25 considered a reasonable target for next year.  
26

27 Moved by Mr. Bertram, seconded by Ms. Russell to tentatively approve the Probate & Juvenile Court  
28 2008 recommended budget and levy, including user fees and out of state travel, in the amount of  
29 \$489,395. Motion carried.  
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31 Moved by Mr. Bertram, seconded by Mr. Hensel to recess at 11:56 a.m. until Tuesday, October 2,  
32 2007, at 8:30 a.m.  
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Brenda Jaszewski, County Clerk