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2
3 **FINANCE COMMITTEE**

4 Public Agency Center
5 West Bend, WI

October 2, 2006
8:30 a.m.

6 Present: Herbert J. Tennies, James E. Spindler, Joan A. Russell, Richard L. Bertram, and Ralph R.
7 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 **District Attorney**

16 The District Attorney budget was presented by District Attorney Todd Martens. Mr. Johnson
17 presented the base level funding of \$445,552 and the recommended budget is \$464,054 (+4.2%). The
18 recommended budget will allow the current staffing pattern and operations to be continued throughout
19 the next year.

20
21 **DECISION ITEMS FUNDED:**

- 22 ① Salary and benefit costs for current staff positions above the Base level @ \$18,502
23

24 **NOT YET FUNDED:**

- 25 ② Copying expenses above actual levels of 2005-06 @ \$1,000
26

27 The District Attorney's Office has been very disrupted by the Courthouse construction project but will
28 benefit greatly when it is completed. They are now working in temporary office space set up in the
29 former Branch 1 courtroom and chambers. They will return in late November to greatly expanded
30 space, located on the second floor of the old building, but with public access only through the secure
31 Justice Center entrance.

32
33 Moved by Mr. Spindler, seconded by Mr. Bertram to tentatively approve the District Attorney 2007
34 recommended budget and levy, including outlay, in the amount of \$464,054. Motion carried.
35

36 **Medical Examiner**

37 The Medical Examiner budget was presented by Medical Examiner Kelly McAndrews. Mr. Johnson
38 presented the base level funding of \$168,896 and the recommended budget is \$217,877 (+30.9%). The
39 recommended budget completes a two-year transition to a sustainable staffing level for this
40 department. The assumption is made that the County will be able to operate its own cooler for the
41 storage of bodies subject to decisions pending with the Public Safety Committee. The capital costs of
42 this project are removed from the Requested budget and can be assumed instead by the Capital
43 Improvement Facility Projects Funds (Schmidt Road project) approved for 2007.
44

45 **DECISION ITEMS FUNDED:**

- 46 ① Chief Assistant position at authorized full-time and related costs @ \$41,036
47 ② Increased rate for per diem payments to on-call Assistants @ \$1,680
48 ③ Increased cost of Waukesha autopsy services @ \$2,250

- 1 ④ Increased training costs @ \$3,388
2 ⑤ Increased lab fees, dental identifications @ \$627
3

4 **NOT YET FUNDED:**

- 5 ⑥ Costs for body storage, cooler capital project or renewal of morgue contract @ \$23,000
6

7 In the month of June the Medical Examiner's office investigated 70 deaths, a record number of cases,
8 above the previous averages of 50 cases per month. The pace and timing of calls is unpredictable, but
9 the general trend of growth is certain.
10

11 The Committee discussed the out-of-state travel and training for the Medical Examiner and staff, and
12 the Per Diem amount budgeted for on-call staff.
13

14 Moved by Ms. Russell, seconded by Mr. Bertram to approve the 2007 out-of-state travel in the amount
15 of \$6,818 for three staff members to attend the Medicolegal Death Investigator Training Course in St.
16 Louis, MO. Motion carried with Mr. Tennes and Mr. Spindler voting No.
17

18 Moved by Mr. Bertram seconded by Ms. Russell, to tentatively approve the Medical Examiner's 2007
19 recommended budget and levy, including out-of-state travel and user fees, in the amount of \$217,877.
20 Motion carried with Mr. Tennes and Mr. Spindler voting No.
21

22 **Sheriff**

23 The Sheriff's Department budget was presented by Sheriff Brian Rahn. Mr. Johnson presented the
24 base level funding of \$12,740,372 and the recommended budget is \$13,219,909 (+5.3%). The
25 recommended budget is fair and reasonable. Outlay for vehicles is funded at a level similar to recent
26 years, supporting on-going replacements through the annual operating budget. Existing positions (3
27 FTE) have been left unbudgeted to reflect typical personnel cost savings due to turnover.
28

29 **DECISION ITEMS FUNDED:**

- 30 ① Two Communications Officer positions funded for combined 12 months @ \$59,467
31 ② Overtime at current levels for office staff @ \$10,000
32 ③ All but one Outlay item recommended by Public Safety Committee @ \$279,100
33 ④ Current staffing without reductions to cut levy @ \$124,000
34 ⑤ Operating and I.S. expenses at requested level without reductions to cut levy @ \$16,970
35

36 **NOT YET FUNDED:**

- 37 ① Start of Two Communications Officer positions effective March (removed 8 mos.) @ \$39,213
38 ② Full-time Office Assistant effective March, cost greater than overtime alternative @ \$23,476
39 ③ One marked squad car replacement and trade revenue @ \$13,500
40

41 **OTHER ADJUSTMENTS TO REQUEST:** Increase Bd. of Prisoners Juvenile revenue
42 \$10,000
43

44 Several of the significant 2006 accomplishments include establishing security operations for the new
45 Justice Center, completing Phase 1 of the Radio system project, completing installation of wireless E-
46 911, and transitioning and training with Glock firearms.
47

1 Moved by Mr. Spindler, seconded by Ms. Russell, to tentatively approve the Sheriff's Department
2 2007 recommended budget and levy, including the two Communications Officers position requests for
3 a combined total of 12 months, outlay, and user fees, in the amount of \$13,219,909. Motion carried.
4

5 Mr. Tennes recessed at 10:25 a.m. and reconvened at 10:32 a.m.
6

7 **Probate & Juvenile Court**

8 The Probate and Juvenile Court budget was presented by Register in Probate Kay Morlen and
9 Accounting Assistant Patricia Schaller. Mr. Johnson presented the base level funding of \$452,829 and
10 the recommended budget is \$471,689 (+4.2%). Increased health insurance costs for this department
11 require increased county levy support to continue current staffing and operations next year.
12

13 **DECISION ITEMS FUNDED:**

- 14 ① Attorney and doctor fees at anticipated levels @ \$19,075
- 15 ② Increased cost of Juvenile Justice contract for intake services @ \$6,785

16
17 **OTHER ADJUSTMENTS TO REQUEST:** Budgeted Probate Filing Fees are recommended to
18 be increased \$7000 above the Requested level based on 2003-2006 experience.
19

20 New legislation passed by the State this year will require training, changes in procedures, and updated
21 public information in the next year.
22

23 Moved by Mr. Bertram, seconded by Mr. Hensel to tentatively approve the Probate & Juvenile Court
24 2007 recommended budget and levy, including user fees and out-of-state travel, in the amount of
25 \$471,689. Motion carried.
26

27 **Clerk of Courts**

28 The Clerk of Courts budget was presented by Clerk of Circuit Court Kris Deiss and Judge David
29 Resheske. Mr. Johnson presented the base level funding of \$1,430,533 and the recommended budget
30 is \$1,489,093 (+4.1%). With the greatly improved security features included in the Justice Center by
31 comparison to the previous Courthouse, the need for the same level of staffing on the floors of the
32 courtrooms is reduced. Other reductions are made in accounts wherever possible to bring the requested
33 11% increase for this department down to an acceptable level.
34

35 **DECISION ITEMS FUNDED:**

- 36 ② Maintenance agreement for new courtroom technology @ \$13,860
- 37 ③ Attorney fees at recommended level @ \$20,116
- 38 ④ Partial funding of guardian ad litem fees toward recommended level @ \$6,116
- 39 ⑤ Partial funding of doctor fees toward recommended level @ \$14,616
- 40 ⑥ Additional operating costs above Base level @ \$3,852

41 42 **NOT YET FUNDED:**

- 43 ① Costs of one of the five current Deputy positions assigned to the Courts for security @ \$77,632
 - 44 ④ Additional funds requested for guardian ad litem fees @ \$14,000
 - 45 ⑤ Additional funds requested for doctor fees @ \$5,500
 - 46 ⑥ Additional funds requested for staff overtime @ \$2,000
- 47

1 Technology is being effectively used by Clerk of Courts, not only in the new courtrooms. An
2 information kiosk allows the public to search and obtain daily court calendars. In cooperation with the
3 State CCAP, e-payment capabilities have been started and will continue to expand.

4
5 The Committee discussed the Courthouse Security staffing and the reduction of one of the current
6 Deputy positions assigned to the Courts for security.

7
8 Moved by Mr. Spindler, seconded by Ms. Russell to tentatively approve the Clerk of Courts 2007
9 recommended budget and levy, including user fees and out of state travel, in the amount of \$1,489,093.
10 Motion carried.

11 12 **Department of Social Services**

13 The Department of Social Services budget was presented by Director Michael Bloedorn, Economic
14 Support Supervisor Joanne Faber, and Accounting Supervisor Mary Knoeck. Mr. Johnson presented
15 the 2007 base level funding of \$3,201,575 and the recommended budget is \$3,237,049 (+2.6%).
16 Services that deliver effective community services and minimize more expensive care and treatment
17 for children and youth are a priority. With W-2 Reserves likely to be nearly exhausted next year,
18 planning for staffing adjustments in 2008 is recommended. Though out-of-home care numbers remain
19 below all our peer counties, they have increased in 2006 and have been appropriately increased for
20 next year.

21 22 **DECISION ITEMS FUNDED:**

- 23 ① Delay use of more W-2 Reserve funds to phase out this funding source @ \$14,740
24 ② Fill vacant Social Worker position ½-time for Intensive Supervision @ \$20,734

25 26 **NOT YET FUNDED:**

- 27 ① Use more W-2 Reserve funds (\$105,000 in Base level) to support 2007 budget needs @
28 \$29,614

29
30 **OTHER ADJUSTMENTS TO REQUEST:** The County will need to make a decision
31 regarding participation in the State Long Term Care Reform initiative, including opening of an Aging
32 & Disability Resource Center (ADRC). Administration recommends that this issue, which requires no
33 additional county levy at this time, be further examined and brought to the County Board on its own
34 merits, separate from the 2007 Budget. Based on this approach, requested grant funds and expenses
35 (\$51,491) and position requests for the ADRC are removed in the Recommended Budget.

36
37 A one-call Resource Center for all human service needs has been operated by DSS since 1999.
38 Anticipating changes related to the proposed ADRC, the decision has been made to eliminate Saturday
39 hours and close one hour early during weekdays for this service to reduce department costs.

40
41 Moved by Ms Russell, seconded by Mr. Bertram to tentatively approve the Social Services 2007
42 recommended budget and levy, including the outlay and user fees, in the amount of \$3,237,049.
43 Motion carried.

44 45 **Veterans Service**

46 The Veterans Service budget was presented by Veterans Service Officer Mark Baldwin. Mr. Johnson
47 presented the 2007 base level funding of \$140,047 and the recommended budget is \$141,799 (+2.8%).
48 The requested health insurance was for a vacant position, being advertised when the department budget

1 was prepared. That position has now been filled by an individual who is not planning to enroll in the
2 county health insurance plan. The recommended budget supports continuation of this departments
3 current staffing and operations.
4

5 **DECISION ITEMS FUNDED:**

6 ① Requested costs for flag holders, monument repair and printer @ \$1,752
7

8 **NOT YET FUNDED:**

9 ② Health insurance benefits from one position @ \$14,740
10

11 The small cost of operating a county office connects local veterans to sizeable benefits. In 2005 more
12 than \$10 million in VA home loans and more than \$8 million in compensation / pension/ insurance
13 benefits were accessed.
14

15 Moved by Mr. Bertram, seconded by Mr. Hensel to tentatively approve the Veterans Service 2007
16 recommended budget and levy in the amount of \$141,799. Motion carried.
17

18 **Health Department**

19 The Health Department budget was presented by Director Linda Walter. Mr. Johnson presented the
20 2007 base level funding of \$1,001,111 and the recommended budget is \$1,050,231 (+6.5%). Health
21 insurance costs for this department are up \$27,850 by comparison to the 2006 Budget. The
22 recommended budget supports continuation of current staffing and programs at next year's costs.
23

24 **DECISION ITEMS FUNDED:**

- 25 ① Salary and benefit costs for current staff positions above the Base level @ \$49,120
26 ② Remove grant funding requirements from Public Health Data Specialist position (no county
27 levy)
28 ③ Establish WIC pool position authorization for continuity (no county levy)
29

30 **NOT YET FUNDED:**

31 ② Overtime costs above 2005-06 experience @ \$4,000
32

33 The Board of Health has recommended contracting with the DNR for testing of Transient Non-
34 Community Wells, and with the State Division of Public Health for a Limited Agent Program of
35 facility inspections. These programs will be operated with existing staff and will generate \$21,000 of
36 new revenue for the department. Participation in both programs is a county option, one year at a time.
37

38 Moved by Mr. Spindler, seconded by Mr. Bertram to tentatively approve the Health Department 2007
39 recommended budget and levy, including out-of-state travel, user fees, and the position requests of
40 changing funding requirements for one Public Health Data Specialist and establishing Internal Pool
41 positions for WIC Employees, in the amount of \$1,050,231. Motion carried.
42

43 Moved by Mr. Bertram, seconded by Mr. Hensel to recess at 12:11 a.m. until Tuesday, October 3,
44 2006, at 8:30 a.m.
45
46

47 Brenda Jaszewski
48 County Clerk