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**WASHINGTON COUNTY  
EXECUTIVE COMMITTEE**

Courthouse-Government Center  
West Bend, WI

January 17, 2012  
8:30 a.m.

Present: Herbert Tennes, Mark McCune, William Meyers, John Stern, and Daniel Stoffel.

Also present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Treasurer Janice Gettelman, Finance Director Susan Haag, Assistant Finance Director Rich Abbott, Human Resources Director Peter German, Human Resources Employee Benefits Manager Michelle Hoey, Sheriff Dale Schmidt, Supervisor Michael Bassill, Administration Administrative Assistant Judy Steinert, and County Clerk Administrative Assistant Linda Doro.

Chairperson Tennes called the meeting to order at 8:30 a.m. and read the affidavit of posting.

**MINUTES**

Moved by Mr. Stern, seconded by Mr. Stoffel to approve the minutes of December 6, 2011, as presented. Motion carried.

**OUTSOURCING OPPORTUNITIES FOR COUNTY OPERATED SERVICES**

Follow-up Questions on Medical Examiner Report from December

*Appearance: Medical Examiner Kelly McAndrews*

Ms. McAndrews discussed the current staffing levels within her department and stated there are no additional opportunities for outsourcing in terms of staffing of the Medical Examiner's office.

Finance Department

*Appearance: IS Network Manager Dawn Sericati, IS Systems Director Michael McGinnis*

Ms. Haag presented an overview of services currently being outsourced by the Finance Department and Purchasing Division, and Ms. Sericati and Mr. McGinnis presented an overview of services currently being outsourced by the IS Division. **Ms. Haag stated there are no additional opportunities for outsourcing in terms of staffing of the Finance Department. (Corrected 1/30/12).**

Human Resources Department

Mr. German provided an overview of current Human Resources Department services, and services that have been eliminated, modified, and outsourced. **Mr. German stated there are no additional opportunities for outsourcing in terms of staffing of the Human Resources Department. (Corrected 1/30/12).**

Next Department for February Meeting

Mr. Tennes reported at the next meeting, the County Attorney, County Clerk, and County Treasurer will be brought in to discuss potential outsourcing opportunities within their respective departments. Mr. Johnson was requested to research if there are any counties that have outsourced their Medical Examiner departments.

**REPORTS FROM COUNTY BOARD CHAIRPERSON, ADMINISTRATIVE COORDINATOR**

WCA Board of Director's Report

Mr. Tennes presented the WCA Board of Director's report to the County Board at the January 10, 2012, County Board meeting.

1 Work Continuing on EDWC RLF Agreements for January 30, 2012, meeting

2 Mr. Johnson presented an update on the EDWC RLF agreements, which will tentatively be presented to  
3 the Executive Committee on February 21, 2012.

4 Plans for Meeting with Legislators

5 Mr. Johnson presented the topics for discussion at the Executive Committee Legislative Session that will  
6 be held at 8:30 a.m. on Monday, January 30, 2012.

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8 Update on Medical Examiner Resignation and Recruitment

9 Mr. Johnson reported Ms. McAndrews' last day as Medical Examiner is January 31, 2012, and the  
10 Public Safety Committee will be interviewing candidates on Monday, January 23, 2012.

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12 Status of New Pay Plan Study and Charlie Carlson Appearance at the January County Board

13 The Executive Committee discussed whether the new pay plan study should be presented to the current  
14 County Board or the County Board that will be elected in April 2012.

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16 **NEXT MEETING DATE**

17 The next Executive Committee meeting is tentatively scheduled for Monday, January 30, 2012,  
18 (*Legislative Session*) at 8:30 a.m., Tuesday, February 21, 2012, at 9:00 a.m., and Tuesday, March 27,  
19 2012, at 9:00 a.m.

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21 **ADJOURNMENT**

22 Moved by Mr. Stoffel, seconded by Mr. Stern to adjourn the meeting at 10:03 a.m. Motion carried.  
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Brenda J. Jaszewski, County Clerk