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**WASHINGTON COUNTY
EXECUTIVE COMMITTEE MEETING**

Courthouse - Government Center
West Bend, WI

January 21, 2014
9:00 a.m.

Present: Herbert Tennes, Rick Gundrum, Mark McCune, Daniel Stoffel, and Paul Ustruck.

Also Present: County Manager Joshua Schoemann, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Finance Director Susan Haag, Supervisor Peter Sorce, and Chief Deputy County Clerk Linda Doro.

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

MINUTES

Moved by Mr. Stoffel, seconded by Mr. Gundrum to approve the minutes of December 17, 2013, as presented. Motion carried.

COUNTY MANAGER - GOALS, OBJECTIVES, AND DUTIES

Mr. Schoemann distributed and reviewed the County Manager goals and objectives for 2014. The Committee had no additions or changes to the goals presented.

HUMAN RESOURCES DIRECTOR RECRUITMENT

Mr. Schoemann reported hiring a new Human Resources Director is a top priority for his office. Due to the workload of Human Resources department and implementation of the PTO plan, effective July 1, 2014, he is proposing to recruit a consultant to assist him in finding candidates for this position, as well as, assisting the Human Resources department with some of their pressing projects on an interim basis. It was noted that significant funds have been saved due to the vacancy of the Human Resources Director position since July of 2013. It was the Executive Committee's consensus that Mr. Schoemann should proceed with this proposal.

REQUEST TO NON-LAPSE COUNTY ATTORNEY 2013 FUNDS TO 2014

Moved by Mr. McCune, seconded by Mr. Ustruck to approve the request to non-lapse the balances in the Attorney, Legal Expenses, and Recodification accounts within the 2013 County Attorney budget to 2014. Motion carried.

ORDINANCE AMENDMENT TO 2.01 OF THE COUNTY CODE - ADJUSTMENTS TO SUPERVISORY DISTRICT DESCRIPTIONS

Moved by Mr. Stoffel, seconded by Mr. Ustruck to approve an ordinance amendment to Section §2.01 of the County Code relating to Supervisory District boundary descriptions as presented, and forward to the County Board. Motion carried.

REPORTS

Supervisor Communications

Chairperson Tennes reported he and Mr. Schoemann are investigating ways to improve communicating on the events that occur within the County to the County Board supervisors.

1 Economic Development - Washington County Activity Report

2 Mr. Schoemann reported the Revolving Loan Fund closings for Kerry Ingredients and TCI are
3 completed, and the annual meeting of Economic Development-Washington County will be held
4 on February 5, 2014.

5
6 Medical Examiner Recruitment

7 Mr. Schoemann reported he and Public Safety Chairperson Joseph Gonnering interviewed four
8 candidates for the Medical Examiner position. Mr. Schoemann also reported that he is studying
9 alternative service delivery options for the Medical Examiner's office and will report back to the
10 Executive Committee.

11
12 HIPAA/HITECH - 800 Series Policy Rollout

13 Ms. Nass reported the compliance date for HITECH - 800 Series Policy, was September 23,
14 2013, and the County is compliant. The County Attorney's office is working on training of these
15 policy changes within county departments that are covered under HIPAA.

16
17 MMAC Cultural and Entertainment Needs Task Force Update

18 Mr. McCune reported the next MMAC Cultural and Entertain Needs Task Force meeting is
19 February 4, 2014, and he will have a handout to present to the Executive Committee at the next
20 meeting.

21
22 **NEXT MEETING DATE**

23 The next Executive Committee meeting is tentatively scheduled for Monday, January 27, 2014,
24 at 8:30 a.m.

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26 **ADJOURNMENT**

27 Moved by Mr. Gundrum, seconded by Mr. Ustruck to adjourn the meeting at 10:08 a.m. Motion
28 carried.

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Brenda J. Jaszewski, County Clerk