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**WASHINGTON COUNTY  
EXECUTIVE COMMITTEE**

Courthouse-Government Center  
West Bend, WI

April 3, 2012  
9:00 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 Clerk Brenda Jaszewski, Assistant Finance Director Abbott, Supervisors Richard Bertram, Raymond Heidtke, Roy Justman, Marilyn Merten, Dennis Myers, Sheriff Dale Schmidt, Administrative Assistant Judy Steinert, and Chief Deputy County Clerk Linda Doro.

Chairperson Tennes called the meeting to order at 9:00 a.m. and read the affidavit of posting.

**MINUTES**

Moved by Mr. McCune, seconded by Mr. Stoffel to approve the minutes of February 21, 2012, as presented. Motion carried.

**RESOLUTION COMMENDING GERMANTOWN BOYS BASKETBALL TEAM  
DIVISION I STATE CHAMPIONS**

Moved by Mr. Stoffel, seconded by Mr. McCune to approve a resolution commending the Germantown Boys Basketball Team Division I State Champions, and forward to the County Board. Motion carried.

**OUTSOURCING OPPORTUNITIES FOR COUNTY OPERATED SERVICES**

Discussion of Department Information Compiled

The Executive Committee discussed the process for the next Executive Committee regarding outsourcing opportunities for County operated services.

Recommendations for Next Executive Committee

It is the consensus of the current Executive Committee to recommend the next Executive Committee oversee outsourcing opportunities within County departments, and possibly consider an outside source to study county staffing levels and county efficiencies.

**DISCUSSION AND POSSIBLE REVISION TO §2.20(4) OF THE WASHINGTON  
COUNTY CODE - EDUCATION AND CULTURE COMMITTEE**

Mr. McCune expressed his concern with County Board Supervisors being appointed to and serving on the Agricultural and Industrial Society Board of Directors (AIS), and other non-profit entities that County Board Supervisors serve on. Supervisors Justman and Merten explained their objectives as County Board Supervisors serving as board members on the AIS. It is the recommendation of the current Executive Committee that the next Executive Committee consider this issue at a future Executive Committee meeting.

**REPORT ON WISCONSIN SENATE BILL 275 - MATC BOARD MEMBERSHIPS**

Chairperson Tennes reported on the new membership requirements for the Milwaukee Area Technical College (MATC) District Board. Substitute Amendment 2 to Senate Bill 275 provides for the county executive of Milwaukee County and the chairpersons of the Milwaukee, Ozaukee, and Washington County boards of supervisors constitute the appointment committee for the MATC board.

**STAFFING PLAN CHANGE REQUEST - COUNTY BOARD**

Ms. Jaszewski discussed the staffing changes within the County Clerk department, and presented an ordinance amendment to the County Clerk staffing plan that would eliminate one (1) Administrative Assistant position pay grade H-7 that is funded 1/3 County Board of Supervisors and 2/3 County Clerk, and add one (1) County Clerk Assistant position pay grade H-4. Ms. Jaszewski is also requesting the transfer of funds for the Administrative Assistant in the 2012 County Board budget to the 2012 County Clerk budget since this position will be paid 100% by the County Clerk budget. Chairperson Tennes recommended leaving the one (1) Administrative Assistant position pay grade H-7 in the County Board of Supervisors staffing plan for the next Chairperson to decide if support staff is needed.

Moved by Mr. McCune, seconded by Mr. Meyers to eliminate the Administrative Assistant position pay grade H-7 from the County Board of Supervisors staffing plan. Motion carried.

Moved by Mr. McCune, seconded by Mr. Meyers to approve the transfer of funds for Administrative Assistant position in the 2012 County Board budget to the 2012 County Clerk budget. Discussion ensued and Mr. McCune and Mr. Meyers withdrew their motions.

Moved by Mr. McCune, seconded by Mr. Meyers to approve an ordinance to amend Sections 7.02 and 7.03 of the County Code relating to the Washington County Departmental Staffing Plan - County Board of Supervisors and County Clerk; and Classification and Compensation Plan as amended with the elimination of the Administrative Assistant position pay grade H-7 from the County Board of Supervisors staffing plan, and forward to the County Board. Motion carried.

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

Chairperson Tennes reported the election of the Wisconsin Counties Association (WCA) Board of Directors will be held at the WCA Southeast District meeting on May 1, 2012.

**Plans for County Supervisor Orientation on April 11 and May 16**

Mr. Johnson presented the plans for the County Supervisor orientations scheduled on April 11, 2012, and May 16, 2012.

**NEXT MEETING DATE**

The next Executive Committee meeting is tentatively scheduled for Thursday, April 26, 2012, at 9:00 a.m.

1 **CLOSED SESSION**

2 Moved by Mr. Stoffel, seconded by Mr. McCune to move into closed session at 10:18 a.m. in  
3 accordance with Wisconsin Statutes Section 19.85(1)(c) to consider employment promotion,  
4 compensation or performance evaluation data of any public employee over which the  
5 governmental body has jurisdiction exercises responsibility; namely to conduct annual  
6 performance reviews of County Attorney and Administrative Coordinator. Motion carried  
7 unanimously by roll call vote.

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9 **OPEN SESSION**

10 Moved by Mr. McCune, seconded by Mr. Meyers to return to open session at 12:24 p.m. Motion  
11 carried unanimously by roll call vote.

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13 **ADJOURNMENT**

14 Moved by Mr. McCune, seconded by Mr. Mr. Stern to adjourn the meeting at 12:25 p.m.  
15 Motion carried.

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Brenda J. Jaszewski, County Clerk