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**WASHINGTON COUNTY
EXECUTIVE COMMITTEE**

West Bend, WI
Government Center

September 23, 2011
9:00 a.m.

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

Also present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Human Services Director Jim Strachota, Treasurer Janice Gettelman, Finance Director Susan Haag, Administrative Assistant Judy Steinert, and Register of Deeds Sharon Martin.

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

MINUTES

Moved by Mr. Stoffel, seconded by Mr. Stern to approve the minutes of August 22, 2011, as presented.
Motion carried.

APPOINTMENTS

Civil Service Commission

Moved by Mr. Stern, seconded by Mr. Stoffel to approve the appointment of Randall Flemming to the Civil Service Commission for a five-year term effective January 1, 2012, through December 31, 2016.
Motion carried.

Landmarks Commission

Moved by Mr. Meyers, seconded by Mr. McCune to approve the appointment of Eileen Densow, Marilyn Filber, and Tony Spaeth to the Landmarks Commission for a three-year term effective January 1, 2012, through December 31, 2014. Motion carried.

Mid-Wisconsin Federated Library Systems Board

Moved by Mr. McCune, seconded by Mr. Meyers to approve the appointment of Daniel Stoffel, Judith Schaar, and Beverly Schroeder to the Mid-Wisconsin Federated Library Systems Board for a three-year term effective January 1, 2012, through December 31, 2014. Motion carried.

Veteran's Service Commission

Moved by Mr. Stern, seconded by Mr. Meyers to approve the appointment of Ken Herman to the Veteran Services Commission for a three-year term effective January 1, 2012, through December 31, 2014. Motion carried.

OUTSOURCING OPPORTUNITIES FOR COUNTY OPERATED SERVICES

Register of Deeds

Ms. Martin discussed outsourcing within the Register of Deeds/Real Property Lister office. Currently, three major projects have been outsourced; redaction of Social Security numbers on Register of Deeds records, digitizing historical land records, and electronic recording of approximately 33% of real estate documents. With technology advancements, both the Register of Deeds and the Real Property Lister office have reduced staff over the last ten years. Ms. Martin reviewed the services provided by the Register of Deeds and Real Property Lister. At this point, Ms. Martin does not see any further opportunities for outsourcing.

Human Services Department

1 Mr. Strachota reviewed the services being provided by the Human Services department and the services
2 that are currently being outsourced. Current outsourcing includes; mental health inpatient and
3 detoxification services, Family Care, and community programs. A listing of 28 local principal service
4 providers and their services was distributed and reviewed. Mr. Strachota discussed the Family Care
5 mandated services. Several new initiatives for outsourcing include; using Web based dictation services,
6 coordinated services teams, Economic Support consortium, and third party administration of Medicaid
7 funding. The coordinated services teams will be outsourced in 2012 and will involve prevention and
8 early intervention. Also for 2012, the Economic Support consortium will have a centralized call center
9 to provide general information for energy assistance, medical assistance, Badger Care, and other
10 services. Washington County will be a pilot county for third party administration of Medicaid funding.
11 Two positions will not be filled due to the new initiatives.

12 13 Other Updates from Departments with Current Initiatives

14 Mr. Johnson reported the Sheriff is moving forward with outsourcing the jail kitchen staff and the new
15 vendor, A'viands, will begin October 10, 2011. Of the current five employees in the jail kitchen, three
16 have accepted positions with A'viands.

17
18 The Administrative Services Committee has recommended downsizing in Facilities Management for
19 custodial services. One full-time position has been eliminated and beginning in 2012, three limited part-
20 time positions will be eliminated. The anticipated 2012 savings with these changes is approximately
21 \$75,000.

22
23 Yesterday, the Administrative Services Committee reviewed proposals for outsourcing the snow
24 plowing and grass cutting at Fair Park. A decision will be made at the next Administrative Services
25 Committee meeting whether or not to proceed with this outsourcing.

26 27 Next Department for October Meeting

28 Mr. Johnson reported at the next meeting, the Highway Department and either ADRC, Health
29 Department, or both will be brought in to discuss potential outsourcing opportunities within their
30 respective departments.

31 32 **REVIEW OF RESOLUTIONS FOR WISCONSIN COUNTIES ASSOCIATION (WCA)** 33 **ANNUAL CONFERENCE**

34 Chairperson Tennes presented the 2011 WCA annual conference resolutions and requested input from
35 the Committee.

36
37 Resolution 1 - Establishing a non-partisan election for the legislature and county offices. The
38 Committee agreed with the WCA recommendation to indefinitely postpone this resolution.

39
40 Resolution 2 - Recommending the State of Wisconsin keep its current recycling program. Mr. McCune,
41 Mr. Meyers, and Mr. Stern recommends Washington County vote No to this resolution and Mr. Tennes
42 and Mr. Stoffel recommends Washington County support this resolution.

43
44 Resolution 3 - Opposing the Centralization of Income Maintenance Programs. Mr. Tennes stated the
45 Human Services Committee recommended Washington County support this resolution. With the
46 exception of Mr. McCune, the Committee recommends Washington County support this resolution.

47
48 Resolution 4 - Opposing the cuts to the Child Support program, Food Stamp program, and Medicaid and
49 supporting the restoration of funding at the federal level. With the exception of Mr. McCune, the
50 Committee recommends Washington County support this resolution.

1
2 Resolution 5 - Supporting the work of Western Dairyland and continuing Community Development
3 Block Grant funding at 2008 levels. With the exception of Mr. Tennes, the Committee recommends
4 Washington County vote No to this resolution.
5

6 Resolution 6 - Operating a motor vehicle while under the influence of an intoxicant. Mr. Tennes stated
7 the Public Safety Committee recommends Washington County indefinitely postpone this resolution.
8 The Committee agrees with the Public Safety Committee's recommendation to indefinitely postpone.
9

10 Resolution 7 - Support legislation repealing the 1992 county tax levy rate limit. The Committee
11 recommended Washington County vote No to this resolution.
12

13 Resolution 8 - Opposing a decrease in delinquent property tax interest rates. Mr. Tennes stated the
14 Finance Committee supports this resolution. The Committee agrees with the Finance Committee's
15 recommendations to support this resolution.
16

17 **REVIEW OF ORDINANCE 4.04(11) - PURCHASE OF SERVICES**

18 Ms. Nass distributed a copy of Washington County ordinance 4.04 (11) regarding the purchase of
19 services and stated this item is on the agenda at the request of Mr. Meyers.
20

21 Mr. Meyers expressed concerns that not all services provided to the County are let for bid and is
22 requesting this Committee review the current purchase of services policy. The Committee discussed the
23 level of oversight by liaison committees and requested Mr. Tennes contact the Chairpersons of each
24 liaison committee to have the committees look at all purchased services within the departments they
25 oversee to determine if the services should be bid.
26

27 **REPORTS FROM CHAIRPERSON AND ADMINISTRATIVE COORDINATOR**

28 Mr. Tennes reported Discount Ramps is putting a 30,000 square foot addition on to the company. They
29 received a \$50,000 credit from Economic Development/Washington County. Mr. Tennes stated
30 Washington County has received the Energy Star Award for the lighting retrofit project. Also, Regal
31 Ware Worldwide is celebrating their 100th anniversary this weekend.
32

33 Report from International City/County Management Association Conference

34 Mr. Johnson reported on the International City/County Management Association conference he attended
35 in Milwaukee on Wednesday, September 21, 2011. Mr. Johnson distributed and reviewed several
36 PowerPoint slides from the workshops he attended at the conference.
37

38 **NEXT MEETING DATE**

39 The next Executive Committee meeting is tentatively scheduled for Tuesday, November 1, 2011, at 9:00
40 a.m.
41

42 **ADJOURNMENT**

43 Moved by Mr. Stoffel, seconded by Mr. Stern to adjourn the meeting at 11:31 a.m. Motion carried.
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Brenda J. Jaszewski, County Clerk