WASHINGTON COUNTY
EXECUTIVE COMMITTEE MEETING

Courthouse - Government Center — October 1, 2013
West Bend, WI — 9:00 a.m.

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

Also Present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Chief Deputy County Clerk Linda Doro, and Supervisors Michael Bassill and Marilyn Merten.

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

MINUTES

A correction was noted on Page 1, Line 33 of the August 27, 2013, minutes: … Mr. Gundrum to **amend the motion** to reduce the 2014 County Library budget…, and Page 1, Line 34: Motion **to amend** was defeated. Moved by Mr. Ustruck, seconded by Mr. Stoffel to approve the minutes of August 27, 2013, as corrected. Motion carried.

CLOSED SESSION

Moved by Mr. Stoffel, seconded by Mr. Gundrum to convene into Closed Session at 9:04 a.m. pursuant to §19.85(1)(e), Wis. Stats. for purposes of deliberating or negotiating other specified public business whenever competitive or bargaining reasons require a Closed Session; specifically, "to consider proposals and the appropriateness thereof for the use of the County's Attraction Fund." Motion carried unanimously by roll call vote.

OPEN SESSION

Moved by Mr. Gundrum, seconded by Mr. Ustruck to return to Open Session at 10:08 a.m. Motion carried unanimously by roll call vote.

ACTION ON CLOSED SESSION

Moved by Mr. Ustruck, seconded by Mr. McCune to advance the EDWC proposals, along with the Executive Committee's recommendations, as discussed in Closed Session, to the County Board. Motion carried.

REVIEW TIMELINE AND PROCEDURES - COUNTY MANAGER SEARCH

Mr. Tennies reported the application deadline for the County Manager position is closed. The Selection Committee is in the process of narrowing the list of candidates for the Executive Committee to interview on October 15, 2013. If a candidate is chosen, the Executive Committee will forward a recommendation to the County Board on October 22, 2013. It is anticipated the County Manager will report for transition and orientation on December 16, 2013, and Administrative Coordinator Doug Johnson's last day is December 20, 2013.

REPORTS BY COUNTY BOARD CHAIRPERSON, ADMINSTRATIVE COORDINATOR, AND COUNTY ATTORNEY

Wisconsin Counties Association Conference Report

Executive Committee members and County staff reported on the Wisconsin Counties Association Annual Conference they attended on September 22-24, 2013.

HIPAA/HITECH Compliance

Ms. Nass distributed a handout regarding HIPAA/HITECH Compliance. The Health Information Technology for Economic and Clinical Health (HITECH Act) of 2009 expanded the scope of the privacy and security provisions of HIPAA and its enabling regulations. The HITECH Act also expands notification requirements to the vendors of personal health records (PHRs) and other non-HIPAA covered entities for the breach of identifiable information in personal health records.

Driver's Privacy Protection Act (DPPA) Compliance

Ms. Nass distributed a handout regarding the Driver's Privacy Protection Act (DPPA) Compliance. Due to a decision issued by the Seventh Circuit Court of Appeals in "*Seene v. Village of Palatine*," the Sheriff's office has been directed to remove the public lobby terminal used to access accident reports and can no longer make available accident reports, which include personal information prohibited from disclosure by the DPPA, unless an exception applies. The decision held that under the provisions of the Driver's Privacy Protection Act (DPPA), personal indentifying information derived from the Department of Motor Vehicles, including an individual's date of birth, driver's license number, social security number, home address, home telephone number, photograph, and medical or disability information is prohibited from public disclosure unless one of the exceptions apply.

UPDATES TO THE COUNTY BOARD, ADMINISTRATION AND CHILD SUPPORT 2014 BUDGET REQUESTS

Mr. Johnson reported that since the County Board voted on September 10, 2013, to continue the current rules of eligibility for Supervisor per diem payments for the 2014-2016 term of office, an adjustment of $7,805 to the 2014 per diem account was made, increasing the 2014 County Board budget to $360,056, which is the base level target. Due to a miscalculation of the Health Insurance account, the 2014 Administration budget was reduced from $191,809 to $189,719, which is the base level target.

NEXT MEETING DATES

The next Executive Committee meetings are tentatively scheduled for October 15, 2013, at 8:30 a.m., and October 25, 2013, at 9:00 a.m.

BROWNSFIELDS GRANT RESOLUTION

Appearance: Debora Sielski

Ms. Sielski presented an activities update on the US EPA Brownfield Assessment grant.

ADJOURNMENT

Moved by Mr. McCune, seconded by Mr. Ustruck to adjourn the meeting at 11:03 a.m. Motion carried.

Brenda J. Jaszewski, County Clerk