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**WASHINGTON COUNTY
EXECUTIVE COMMITTEE**

Courthouse-Government Center
West Bend, WI

November 1, 2011
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, Highway Commissioner Jon Edgren, Assistant Highway Commissioner Tom Wondra, Supervisor Brian Bausch, Supervisor Joseph Gonnering, and County Clerk Administrative Assistant Linda Doro.

Chairperson Tennes 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 September 23, 2011, as presented. Motion carried.

UPDATES ON TARGETED ISSUES FOR 2010-2012 COUNTY OPERATIONS

Mr. Johnson presented an update on 17 county issues to be targeted for 2010-12 County Operations. The general topics are: Administrative Services, Benefits Review, County Board Size, County Executive, Family Care, Food Safety, Health Insurance, Homelessness, I.S. Applications, I.S. Staff and Services, Outsourcing, Radio System, Revenue Sources, Salary Study, Shared Services, Tax Levy, and Workforce Transitions. Each committee member provided input on specific issues. Administrative Services, Benefits Review, County Board Size, County Executive, and Radio System were removed from the targeted issues list. The remaining targeted issues will continue to be developed taking into consideration the comments and concerns discussed.

OUTSOURCING OPPORTUNITIES FOR COUNTY OPERATED SERVICES

Highway

Mr. Edgren discussed outsourcing within the Highway Department. The Washington County Highway Department is considered a maintenance county due to its focus on minimum staffing levels and use of the private sector for many Highway Department activities, such as new construction. Currently, transit services and highway construction services are being outsourced. Transit services are entirely outsourced, except for the purchase of taxi vehicles, taxi fuel, and management of the transit providers by the Washington County Transit Manager. The Highway Department also outsources roadway design, construction management related activities, and performance of major construction. Mr. Edgren discussed the services provided by Highway Department staff and indicated the Highway Department will continue to explore potential outsourcing opportunities in effort to maintain Washington County's local highway system efficiently and effectively.

Other Updates from Departments with Current Initiatives

Mr. Johnson discussed the bid process, bid results, and final action by the Administrative Services Committee for lawn maintenance and snow/ice removal at Fair Park.

Next Department for December Meeting

Mr. Johnson reported at the next meeting, the Health Department, ADRC, and Medical Examiner will be brought in to discuss potential outsourcing opportunities within their respective departments. In

1 January, Information Systems and the Human Resources Department will discuss potential outsourcing
2 opportunities.

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4 **NEXT MEETING DATE**

5 The next Executive Committee meeting is tentatively scheduled for Tuesday, December 6, 2011, at 9:00
6 a.m.

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8 **REPORTS FROM CHAIRPERSON AND COUNTY ATTORNEY**

9 Chairperson Tennies reported he and Mr. Johnson will be attending a Milwaukee 7 meeting in
10 Sturtevant tomorrow.

11
12 WOW Workforce Development Board Annual Meeting

13 Mr. Tennies presented and reviewed a report on the WOW Workforce Development Board Annual
14 meeting he attended on October 5, 2011.

15
16 Department of Justice Webinar – Public Records and Open Meetings Laws

17 Ms. Nass reported on the Public Records and Open Meetings Laws webinar she participated in on
18 October 20, 2011.

19
20 County Attorney – Professional Services per §4.04(11)

21 Ms. Nass reported on the memo Chairperson Tennies issued to all committee chairs requesting they
22 investigate if there are professional services that could be bid by the departments they oversee. Ms.
23 Nass reported her department uses professional services for genetic testing, and for legal online
24 resources.

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26 **ADJOURNMENT**

27 Moved by Mr. Stoffel, seconded by Mr. Meyers to adjourn the meeting at 11:03 a.m. Motion carried.
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Brenda J. Jaszewski, County Clerk