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**WASHINGTON COUNTY
FINANCE COMMITTEE BUDGET HEARING**

Government Center
West Bend, WI

October 4, 2013
8:00 a.m.

Present: Ralph Hensel, Leslie Borman, Raymond Heidtke, Robert Milich and Todd White.

Also Present: Administrative Coordinator Douglas Johnson, Finance Director Susan Haag, County Clerk Brenda Jaszewski, Chief Deputy County Clerk Linda Doro, Assistant Finance Director Kathie Wild, Assistant Finance Director Dave Owens, Captain Steve Gonwa, and Supervisors Joseph Gonnering, Rick Gundrum, Donald Kriefall, Marilyn Merten, Dennis Myers, and Paul Ustruck.

Chairperson Hensel reconvened the meeting at 8:00 a.m.

HIGHWAY

The Highway Department budget was presented by Highway Commissioner Tom Wondra and Transit Manager Joseph Steier. Mr. Johnson presented the 2014 base level funding of \$3,404,987 and the recommended budget is \$3,404,987 (-1% below 2013 levy). Requested budget is at the Base level set by Finance Committee on May 29. With record revenue on the Shared Ride Taxi in 2013 and additional federal and state funding, the reduced levy allocated to Transit results in no service cuts or fare increases.

Outlay: Highway vehicles, equipment @ \$557,300 funded by Highway Equip. Replacement Fund
Vehicles for taxi fleet @ \$180,000

One More Thing: The increased funds allocated for Highway supports the department approach of providing reconstruction improvements to arterial and major collector roads while maintaining the pavement life cycle on minor collector roads. It is expected that 8.3 miles of County highways will be pulverized and repaved. The largest project will be a complete reconstruction of CTH P (from CTH PV to Rusco Road), with a new roundabout at the intersection of CTH P and CTH NN (East).

Moved by Mr. White, seconded by Mr. Heidtke to tentatively approve the Highway Department 2014 recommended budget including Outlay, Out of State Travel, and User Fees, for a total net levy in the amount of \$3,404,987. Motion carried.

HEALTH DEPARTMENT

The Health Department budget was presented by Director Linda Walter. Mr. Johnson presented the 2014 base level funding of \$1,179,626 and the recommended budget is \$1,179,626 (-1% below 2013 levy). Requested budget is at the Base level set by Finance Committee on May 29.

Outlay: Vehicle Replacement - used Sheriff's squad car @ \$3,000

One More Thing: Wisconsin has relied to a great extent on Federal funds for public health services, ranking last in the nation in the level of state funding. This makes the Health Department vulnerable to cuts in Federal funding, to changes in priorities for use of those funds, and challenged when trying to adapt to changes in the health care marketplace. The requirement in the Affordable Care Act that ¾-time employees be offered health insurance benefits by larger employers will require either a redesign of the

1 staffing plan or increased funding in 2015. Staffing issues remain challenging in the nursing field, with
2 staff turnover a significant issue for the department for the fourth consecutive year.

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4 Moved by Mr. Heidtke, seconded by Mr. Borman to tentatively approve the Health Department 2014
5 recommended budget including Outlay, Out of State Travel, and User Fees, for a total net levy in the
6 amount of \$1,179,626. Motion carried.

7 ADRC

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9 The Aging and Disability Resource Center budget was presented by Director Linda Olson. Mr. Johnson
10 presented the base level funding of \$197,356 and the recommended budget is \$212,356 (+6.5% above
11 2013 levy). The unmandated funding for the three senior centers outside West Bend is a small but
12 meaningful way for the County to support the important services they provide. With the Germantown
13 office of the ADRC closing this year, that senior center is a particularly important way to bring county
14 services and information to the southern part of the County. The Jackson Center is an important senior
15 dining location for a growing community. The Hartford Center is operated by Senior Friends Inc., a self-
16 supporting organization independent of the City; our grant helps offset some operating costs.

17 **Decision Items Funded:**

- 18 1. Germantown Senior Center @ \$6,000
- 19 2. Jackson Community Center Senior Programming @ \$6,000
- 20 3. Hartford Senior Friends @ \$6,000

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23 **Other Adjustments to Request:** The rate of increase requested for this department was unacceptably
24 high. Administration reviewed the budget with the department, resulting in a decision to increase
25 budgeted voluntary donations from participants in the senior dining program by over \$3,000 and to
26 lower the levy recommended by this amount. The resulting total is consistent with annual results
27 achieved for 2010-2012.

28
29 **One More Thing:** Nutrition services are increasing from the 2013 budget for a variety of reasons. The
30 allocation of costs for a Resource Specialist position needed to increase to reflect where her actual work
31 is being performed. Meal costs and delivery costs increased. The cost of employing a dietician was more
32 than the previous costs of an independent contract.

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34 Moved by Mr. Borman, seconded by Mr. Milich to tentatively approve the Aging and Disability
35 Resource Center 2014 recommended budget of \$212,356, plus Indirect Charges in the amount of
36 \$97,072, for a total net levy in the amount of \$309,428. Motion carried.

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38 Mr. Hensel recessed the meeting at 9:10 a.m. and reconvened at 9:17 a.m.

39 HUMAN RESOURCES

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41 The Human Resources budget was presented by Finance Director/Interim Human Resources Director
42 Susan Haag and Interim Division Manager/Employee Benefits Manager Michelle Hoey. Mr. Johnson
43 presented the base level funding of \$781,609 and the recommended budget is \$781,604 (-1% below
44 2013 levy) Recommended budget is at the Base level set by Finance Committee on May 29.

45
46 **Other Adjustments to Request:** After the department budget was developed, there was an unexpected
47 resignation of a Human Resources Analyst. The 2014 savings resulting from filling the position at a
48 lower rate of pay is an alternative way of reducing the budget by \$4,500 while not making other line

1 item cuts. The Administrative Coordinator has removed this amount in the recommended Human
2 Resources budget.

3
4 **One More Thing:** For an employer of our size and complexity, the number of human resource issues
5 that need timely attention are significant and growing. Retirements and turnover are increasing
6 recruitment activities. Implementation of the new pay plan and performance review requirements need
7 active leadership and support from HR to assist managers and employees in all departments. Health
8 insurance and Workers Compensation issues are dynamic and need attention. For the effective operation
9 of the County, decisions need to be made in the near future about filling the HR Director's position, so
10 that all authorized and funded positions in this department can be filled and deployed.

11
12 Moved by Mr. Milich, seconded by Mr. Heidtke to tentatively approve the Human Resources 2014
13 recommended budget and levy in the amount of \$781,604. Motion carried.

14 **COUNTY CLERK**

15 The County Clerk budget was presented by County Clerk Brenda Jaszewski. Mr. Johnson presented the
16 base level funding of \$456,156 and the recommended budget is \$460,451 (-0.1% below 2013 levy). The
17 benefits of the meeting management software will benefit the county far greater than the \$14,000 cost
18 included in this budget. Funding for a full year is recommended, due to the lead time to customize the
19 design to our setting and training of users.

20 **Decision Items Funded:**

- 21
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23 1. Delay meeting management software initiative by about four months @ \$4,295

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25 **Outlay:** Replacement mailing system @ \$13,000. It was noted the Outlay item has been previously
26 approved by this Committee, as well as the Administrative Services Committee, authorizing the County
27 Clerk to purchase this equipment in 2013, if needed.

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29 **One More Thing:** To accommodate four elections in even numbered years (e.g. 2014) with two
30 elections in odd numbered years, the County has a two-year approach to supplying needed funding at a
31 more consistent level. About \$27,500 will be non-lapsed from 2013 to 2014 in accordance with this
32 plan.

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34 Ms. Jaszewski stated that in order to hold down the 2014 budget, she is planning on non-lapsing at least
35 \$1,000 of unspent Landmarks funds from 2013 to 2014 in order to provide sufficient funds in that
36 account next year. The Committee had no objections.

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38 Moved by Mr. White, seconded by Mr. Heidtke to tentatively approve the County Clerk 2014
39 recommended budget, including User Fees, for a total net levy in the amount of \$460,451. Motion
40 carried.

41 **HUMAN SERVICES**

42 The Human Services budget was presented by Program Director Jim Strachota and Accounting Manager
43 Angela Schickert. Mr. Johnson presented the base level funding of \$9,833,069 and the recommended
44 budget is \$10,054,334 (+1.2% above 2013 levy). Program growth is occurring in nearly all areas,
45 including child protective services, Food Share and Medical Assistance, emergency detentions for
46 behavioral health, and Coordinated Service Team efforts for children. High cost placements above
47 budgeted levels required General Fund transfers at the end of 2012 and are projected for 2013. In
48

1 addition, health insurance and workers comp costs for this department are up \$203,768 from the 2013
2 budget. For continuation of current and planned service levels, the Requested budget is recommended by
3 Administration.

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5 **Decision Items Funded:**

- 6 1. Four bed Residential Treatment for two clients (Behavioral Health) @ \$40,265
- 7 2. Institution for Mental Disease placement for one client (Behavioral Health) @ \$40,000
- 8 3. Out-of-Home Placements at recommended level (Children & Family) @ \$62,200
- 9 4. Peer Support training at recommended level (Behavioral Health) @ \$10,000
- 10 5. Family Partnerships service at recommended capacity (Children & Family) @ \$22,800
- 11 6. After School/Summer Program scholarships at recommended level @ \$10,000
- 12 7. Workforce Development Center Lease @ \$36,000

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14 **Outlay:** Replacement vehicles @ \$15,000

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16 **One More Thing:** The department reduced the top management team by one position through a process
17 that went forward in 2012 - 2013. This June, the Access & Outreach division was reconfigured and
18 eliminated, with specific programs going to the Behavioral Health and Children & Families divisions.
19 The Access & Outreach Manager was moved into the vacant Deputy Director position.

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21 Moved by Mr. Borman, seconded by Mr. Heidtke to tentatively approve the Human Services 2014
22 recommended budget of \$10,054,334, including Outlay and User Fees, plus Indirect Charges of
23 \$569,324, for a total net levy in the amount of \$10,623,658. Motion carried.

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25 Mr. Hensel recessed the Finance Committee meeting at 10:37 a.m. until Monday, October 7 2013, at
26 8:00 a.m.

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Brenda Jaszewski, County Clerk