

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, February 5, 2013

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Trent Miner, Hilde Henkel, Peter Hendler

EXCUSED: Donna Rozar, Lance Pliml

OTHERS PRESENT: Dennis Polach, Terry Rickaby, Paula Tracy, Amy Kaup, Mike Martin, Heather Gehrt, Kathy Roetter, Terry Stelzer, Karen Kubisiak, Ed Reed, Randal Dorshorst, Mike Malooly

Business:

The meeting was called to order at 8:05 a.m. by Chairman Trent Miner.

Public Comment - None.

Consent Agenda – No comments, questions or corrections were voiced.

Motion (Hendler/Henkel) to approve the consent agenda. Motion carried unanimously.

Maintenance Coordinator Rickaby reviewed his letter of comments with the Committee. Rickaby will be meeting with Shred Safe regarding confidential papers shredding for County departments.

Information Systems Director Kaup reviewed the highlights of her letter of comments with the Committee.

Finance Director Martin reported the working capital is healthy. Discussed several departments that have not yet closed for 2012, and the projections. Martin was advised by the committee to work with the Human Services Department to ensure the financial reporting from that department is up to the county's accounting standards.

Martin presented two requests (Human Services and Park & Forestry) for Carryover of Unused Appropriations from 2012 to 2013. It was the consensus of the Committee to hold on these requests until next month's meeting to get a better financial picture once the 2012 books are closed.

The Clerk of Courts is requesting to transfer 2012 available appropriations in the Clerk of Courts' budget to fund excess expenditures of the Law Library and Family Court Commissioner.

Motion (Henkel/Hendler) to approve the transfer of 2012 available appropriations in the Clerk of Courts' budget to fund excess expenditures in the Law Library and Family Court Commissioner budgets. Motion carried unanimously.

Martin presented five 2012 Budget Amendment Resolutions.

Motion (Hendler/Henkel) to approve five resolutions to amend the 2012 budgets for Human Services (Institutional) (Norwood) (Revenues), Public Health (Revenues), Planning & Zoning

Administration (Contingency), Emergency Management Administration (Revenues) and Highway Department and forward to the County Board for consideration. Motion carried unanimously.

Martin commented on the upcoming Wellness program. A local Chiropractor is taking part in the program.

The quarterly Narrative from the County's Investment Advisor was reviewed.

Risk Management Director Stelzer reviewed his letter of comments with the Committee. Discussed scheduling the Risk Management annual report to the County Board.

The Committee discussed county board refusals to sign up for payroll direct deposit and reviewed a legal opinion from the Corporation Counsel.

Motion (Henkel/Hendler) to have direct deposit for all employees, including County Board Supervisors. Motion carried 2-1. No: Miner; could have waited until the new term, but understand rationale.

The Committee took a 10 minute break.

Human Resources.

Randy Dorshorst and Mike Malooly presented a proposal that deviates from County policy allowing Corrections Officers to take overtime as comp time, rather than pay.

Motion (Hendler/Henkel) to approve the deviation from County policy allowing Corrections Officers to take overtime as comp time, rather than pay. Motion carried unanimously.

Ed Reed provided the Committee with the Wood County Human Resources Recruitment and Hiring Protocol and Recruitment Procedure. The documents have been restructured to encourage more qualified veterans to apply for County positions. They have been shared with the Veterans Service Officer.

Motion (Henkel/Hendler) to approve the draft Wood County Human Resources Recruitment and Hiring Protocol. Motion carried unanimously.

Motion (Hendler/Henkel) to go into closed session at 10:05 a.m., pursuant to §19.85 (1)(e), Wis. Stats., to discuss collective bargaining negotiations with WPPA, Deputy Sheriffs Association. Henkel: Aye; Hendler: Aye; Miner: Aye. Motion carried.

Motion (Henkel/Hendler) to return to open session, at 10:13 a.m. Motion carried unanimously.

2013 department goals for those department heads reporting to the Executive Committee will be reviewed at the March meeting, with a full Committee in attendance.

Motion (Hendler/Henkel) to adjourn the meeting at 10:30 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Trent Miner, Chair

Minutes taken and prepared by Paula Tracy. All minutes reviewed by the Executive Committee Chair.