

Executive Committee Meeting
March 13, 2012 – 9:00 a.m. - Conference Room A-260

The meeting was called to order by Al Sebastiani, Chair, at 9:13 a.m. The meeting was properly announced. Members present: Al Sebastiani, Dave Renner, Larry Babcock, and Joe Stuchlak. Beverly Ward joined the meeting at 9:17 a.m.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; John R. “Jack” Albert, Adams County Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Supervisor Lori Djumadi; Deb Barnes; Jodi Helgeson; and Phil McLaughlin.

Motion by Babcock, seconded by Stuchlak, to approve the Agenda. **Motion carried by unanimous vote.**

Motion by Stuchlak, seconded by Babcock, to approve the Minutes of the February 14, 2012 Executive Committee meeting. **Motion carried by unanimous vote.**

There will be public participation as needed. There is no new correspondence.

Trena Larson gave her Administrative Coordinator/Director of Finance department report. She is working with Ehlers for refinance of debt issue. Balance sheet reconciliation is being done the next few weeks. We are planning for Student Government Day. We are looking into the cost impact of the 911 Infrastructure. Counties receive the overage from 911 costs. The County has an established procedure for carryovers which is currently being implemented. The annual audit is now scheduled for April 9 – 13. Trena will bring to the County Board a survey of departments regarding Grant Summary which was reviewed during Consolidation Committee. During 2011 over \$2M in grants were received. We have good internal collaboration and we need external collaboration as well.

Discussion was held regarding setting wages for elected officials. **Motion by Stuchlak, seconded by Renner**, to increase wages for County Clerk, County Treasurer and Register of Deeds as follows:

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
County Clerk	\$60,000	\$60,000	\$60,000	\$60,000
Register of Deeds	\$60,000	\$60,000	\$60,000	\$60,000
Treasurer	\$60,000	\$60,000	\$60,000	\$60,000

Ward voted no. Renner, Babcock, Sebastiani and Stuchlak voted yes. **Motion carried by 4-1 vote.**

Jack Albert gave his report of Corporation Counsel Department activities including legal opinions, department representation, litigation, guardianship and mental commitment caseloads.

Motion by Stuchlak, seconded by Renner, to convene in closed session at 10:25 a.m. per Wis. Stats. §19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public

properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discuss and/or act strategy for conducting negotiations with Adams County Deputy Sheriff's Association Local 355. The Committee reconvened in open session per Wis. Stats. §19.85(2) at 10:38 a.m., to consider and vote on appropriate matters. **No motions were made post-closed session.**

Jack Albert was excused at 10:40 to attend Circuit Court.

Discussion was held regarding all employees' (FSLA Exempt & Non-exempt) 2012 wage plan. **Motion by Ward, seconded by Stuchlak**, that the Executive Committee instruct Marcia Kaye and Trena Larson to contact the comparable counties used in the Carlson-Dettmann study and obtain wage tables, position levels, number of years employed, and wages. **Motion carried by unanimous vote.**

Motion by Ward, seconded by Stuchlak, to bring a Resolution to the County Board to freeze Carlson-Dettmann Managers' step increase for 2012 until further information is gathered. **Motion carried by unanimous vote.**

11:10 a.m. Motion by Ward, seconded by Stuchlak, to recess for five minutes. Motion carried by unanimous vote.

11:16 a.m. Sebastiani called the meeting back to order.

Marcia Kaye gave her report of Personnel Department activities. The Sheriff Department hired Aron Jones as dispatcher; there are 4 or 5 on the eligibility list. Testing was conducted on Feb. 25 and 27th for Jail Officer; 42 were tested and just received notification that 21 passed.

Kaz Conrad was hired as social worker at Health & Human Services; 2 ADRC positions were hired, 1, Lauren Heitman, was internal. The Interim Health & Human Services Director, Steve Ruff, is contracted for 4 months at \$60/hour without cost for mileage or meals.

Highway employee, Greg Soley, is retiring in April after 25 years, and 4 employees will be honored for 25 years of service in the 2nd quarter of the year.

Marcia handed out an article on the subject of Bullying that she had also provided to Dept. Heads and managers. She received 4 calls after distribution to managers wondering if this also applies to County Board Supervisors? Bullying impacts the morale of employees and managers and makes it uncomfortable for everyone involved. Marcia expressed concern that managers were not following county policy for personnel matters, but are going directly to their committees instead to circumvent the policy. Personnel must be involved in reviewing job descriptions and in other personnel matters and oversight committees should also be following policy.

Al expressed his thanks to Supervisor Beverly Ward and Supervisor David Renner for serving.

Motion by Stuchlak, seconded by Babcock, to approve vouchers. **Motion carried by unanimous vote.**

The next regular meeting date is set for **April 10, 2012 at 9:00 a.m.** Action items for next meeting: Discuss and/or act on negotiations with WPPA Sheriff Local 355.

Motion by Ward, seconded by Renner, to adjourn the meeting at 11:25 a.m. Motion carried by unanimous vote.

Respectfully submitted,

/s/ Diane M. Heider

Diane Heider
Recording Secretary