

TRANSITION COMMITTEE

Ad Hoc Transition Committee should not last beyond the sitting term of April 2012. The committee will be responsible for providing recommendations to the finance committee prior to and during the budget cycle as it is relevant. The committee will take other matters as deemed necessary to the full County Board. The committee will work on business practices as they relate to daily operations and polices. The committee will receive and review and consider Ad Hoc Consolidation Sub-Committee proposed recommendations. At a minimum this is a road map and starting point; however, the general duties are not necessarily all-inclusive.

General Duties:

- Review contracted services – utilization /elimination
- Determine cost to implement
- Provide cross-training
 - Sharing of resources, staff, equipment, etc.
- Evaluate the Ad Hoc Consolidation sub-committee recommendations
 - Forward items as applicable
- Evaluate dollar savings
- Determine financial impact of costs to be inclusive in 2012 budget prepared and submitted in November
- Focus on outcome(s)
- Review Budget Repair Bill-financial implications
 - Report to financial-BRB overview
- Review pay structure (s)
- Review administrative policies
- Review collective bargaining agreements
- Review grievance procedure and ethics policy
- Re-evaluate progress
 - Goal met
 - Improvement(s)/return(s)
- Provide for training needs (as needed)

It is strongly recommended that the committee consult with the department heads and seek their buy-in.

As the official elected secretary to the County Board, the County Clerk will serve as the facilitator, recording secretary, and liaison/point person with the County Mutual on behalf of the Ad Hoc Committee.

The committee may want to consider assigning specific tasks to committee supervisors and/or citizen members of this committee to keep things moving forward and to bring back their findings at the next scheduled meeting. *Assign person to review road-blocks and develop a process to remove them.

S://county board/transition committee