

**Executive Committee Meeting
January 5, 2016 – 9:00 a.m.
Adams County Courthouse, Conference Room A-260**

Minutes

Agenda Item 1. Joe Stuchlak, Chair, called the meeting to order at 9:00 a.m.

Agenda Item 2. Pledge of Allegiance.

Agenda Item 3. The meeting was properly announced.

Agenda Item 4. Committee members present: Allen, West, Stuchlak, Johnson, and Babcock

Others present: Ken Wagner, Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Recording Secretary; Thaddeus Kubisiak, Administrative Coordinator; Cindy Phillippi, County Clerk; Sheriff Sam Wollin; Chief Deputy Terry Fahrenkrug; Michelle Waltemath; Diane Cable, HHS Director; Kay Saarinen-Barr; Sarah Grosshuesch; Donna Richards; Wendy Pierce; and Supervisor Bob Eggebrecht.

Agenda Item 5. Motion by Allen, seconded by Babcock, to approve the Agenda. Motion carried by unanimous vote.

Agenda Item 6. Motion by West, seconded by Johnson, to approve the Executive Committee Minutes of December 1, 2015. Motion carried by unanimous vote.

Agenda Item 7. Public participation will be taken as needed.

Agenda Item 8. There was no new correspondence.

Agenda Item 9. Sheriff Wollin presented a request to make an exception to the County Catastrophic Leave Policy for a Sheriff Office employee, so other employees could donate sick time to her. Discussion. The Catastrophic Leave policy specifically limits the reasons for making exceptions and an exception to that policy would also mean exceptions to the County Sick Leave policy and Personal Leave policy. Wagner opined that deviating from County policy could set a precedent for future requests. Kaye pointed out that the County Board Rules indicate change in ‘benefits structure’ must be brought first to the Administrative & Finance Committee, then to Executive and then to full County Board. Wollin commented that the request wouldn’t go anywhere, anyway, if it came back to this Committee - so why bother? After thorough discussion by Kaye, Wagner, Phillippi, Kubisiak, Wollin and the Committee members, a motion was made by Babcock, seconded by West, to deny the request. Voice Vote: Allen, yes; Babcock, yes; Stuchlak, no; Johnson, yes; West, yes. Motion to deny carried by a vote of 4-1. Johnson asked that the minutes reflect her reason for denial, that she could not back Sheriff Wollin’s request based on his comments that the request “wouldn’t go anywhere, anyway” if

These Minutes have been approved

Specifics of meetings are provided pursuant to 3/18/14 County Board Rules, Appendix Three.

brought back to the Executive Committee. Sheriff Wollin and Chief Deputy Fahrenkrug left the meeting at 9:30 a.m.

Agenda Item #10. Diane Cable presented the need for a Health & Human Services Deputy Director position. Discussion regarding Cable vacating the position as of February 8, 2016; the turnover pattern in the Director position; the need for leadership structure in interim; the appointment of an interim director; and the timing in hiring for the Director position. Allen and HHS personnel expressed support for the proposed deputy director position. Kubisiak described his plan to meet with HHS personnel to determine department needs. He believes we should give deference to the new Director in making the decision as to whether or not a Deputy Director should be pursued. West expressed his support, but stated it needs to come from the next Director. Motion by West, seconded by Allen, to postpone this request until the March 2016 Executive Committee meeting. Discussion. Kubisiak can do his analysis by the beginning of March. Per Cable, the appointment of an interim director will be considered at the HHS Board meeting to be held this coming Monday. Motion to postpone this action item, as stated above, was unanimously carried. Cable, HHS staff and Phillippi left the meeting at 9:52 a.m.

Agenda Item 11. Corporation Counsel reported caseload and department activities since the last meeting. Wagner is working with HHS to compile a report of billable hours for representation per Allen's request.

Agenda Item 12. Personnel Director presented her monthly report. Kubisiak and Kaye are working with a list of names of potential interim HHS directors. Kaye reminded the committee that the salaries for certain elected officials for 2017-2020 will have to be established in the near future. She is gathering information for presentation to Administrative & Finance Committee per Board Rules, and then to Executive, so a Resolution can go before the Board in March.

Agenda Item 13. Motion by Allen, seconded by West, to accept December voucher reports. Motion carried by unanimous vote.

Agenda Item 14. The next meeting date is set for: February 2, 2016 at 9:00 a.m.

Agenda Item 15. No action items for next meeting.

Agenda Item 16. Motion at 10:11 a.m. by West, seconded by Allen, to adjourn the meeting. Motion carried by unanimous vote.

Respectfully submitted,

/s/ Diane M. Heider
Diane M. Heider
Recording Secretary

These Minutes have been approved

Specifics of meetings are provided pursuant to 3/18/14 County Board Rules, Appendix Three.