

Executive Committee Minutes

Tuesday, April 24, 2007

9:00 a.m.

Conference Room A260

Chair Loken called the meeting to order. The meeting was properly announced. All members present: Supervisor Grabarski, Supervisor Babcock, Supervisor Kirslenohr, Supervisor Renner and Chair Loken.

Motion by Supervisor Renner, second by Supervisor Kirslenohr to approve the agenda. **Motion carried unanimously.**

Motion by Supervisor Babcock, second by Supervisor Kirslenohr to convene in closed session per § 19.85(1) (c) & (1)(g), Wis. Stat., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Courthouse Union Local 1168 Grievances, WPPA Union Local 355 Grievance, and Update on Pending Legal Matters. **Motion carried by unanimous roll call vote.**

Motion by Supervisor Grabarski, second by Supervisor Renner to reconvene in open session per §19.85(2), Wis. Stat., to consider and vote on appropriate matters. **Motion carried by unanimous roll call vote.**

There was no public participation requested, and no correspondences.

Land & Water Conservation Building Key Request. Chris Murphy requested for an additional outside building key to be issued to Chuck Sibilsky, the new Resource Conservationist, due to the hours worked by the position. There was discussion regarding the County's key policy and the Department's existing keys. **Motion** by Supervisor Kirslenohr, second by Supervisor Renner to grant the request to allow an additional building key to be issued to the new Resource Conservationist employee but to follow the County Key policy for issuance. **Motion carried unanimously.** The key policy will be brought back to the Executive Committee to be included in the Personnel & General Administrative Policies.

County Identification Badges & Proposed Policy. Jane Grabarski pulled together policies from other Counties and included a sample policy for Adams County in the Committee meeting packet. The Committee discussed the policy, changes will be made as discussed and the policy will be brought back to the Committee on May 7th.

Tornado/Fire Protection. The signage for each room that would provide evacuation routes for tornado/fire protection will be posted once the Safety Program is finalized by Alpha Terra.

Update on Lighting Concerns. Tracy Hamman stated that the light bulbs have been replaced that can be, and as for replacing the lights he is waiting on the Light Company. They have had two appointments and the Light Company cancelled twice.

Update on Building Signage. Tracy is waiting on some information and questioned what entrance/exit doors the Committee wanted to be alphabetically labeled for directional purposes. The Committee stated that all entrance/exit doors should be labeled.

Hours of Service Postings for Entrance Doors. Tracy contacted the Highway Department and the hours of service postings for the entrance/exit doors can be produced for approximately \$15 – 20, and there will be enough in the signage budget to pay for creation of these postings.

Bulletproof Protection. Tracy had the measurements taken for all Departments, as the costs would vary due to the different sizes and setups for each Department. Tracy expected to have the quote for the

meeting today but it has not been received yet. He will report back to the Committee once he has the quote.

Panic Button System. Les Beckman provided the information regarding the wireless panic button system in the Committee meeting packet, including the quote. Les answered questions and concerns regarding the system, how it would work, hardwiring vs. wireless, the required components and its expandability. The Committee asked if MIS was contacted regarding the capability of connecting this to the network, and Les had been in contact with Dawn regarding the system and its connectivity. The Committee discussed the recent shooting at Virginia Tech and that this can happen anywhere. **Motion** by Supervisor Renner, second by Supervisor Babcock to send a resolution to the County Board to approve up to \$25,000 to be for the purchase of the Lynx panic button system. **Motion carried unanimously.** **Motion** by Supervisor Renner, second by Supervisor Kirsenlohr to have the resolution state that the funds are to come from the General Fund. **Motion carried unanimously.**

Proximity Card System. Liz Hendricksen included in the packet a list of companies that other Counties use to provide proximity card systems. Les explained that the quote received by SGTS for the Sheriff's Department was for approximately \$28,800 and it would likely cost somewhere in the same range for the County to implement this for the other County facilities. Security concerns regarding the need for this system was discussed. The current key policy was discussed, including the cost to re-key door locks. The Committee will think about this, the options available, and it will be placed on the next Committee agenda.

Update on status of a US Marshals' Inspection. Les has contacted the US Marshals' but due to recent events across the Country, there is a delay in getting them to come to the County for the inspection.

Hours. The Committee was asked to disregard this item it was a typo on the agenda.

The next meeting for the Committee is already set for May. The agenda items added from today's meeting included: identification badge policy, resolution for panic button system, update on bulletproof protection, and discussion regarding proximity card system.

At 12:20 p.m. motion by Supervisor Grabarski, second by Supervisor Babcock to adjourn. **Motion carried unanimously.**

Respectfully submitted,

Liz Hendricksen
Administrative Assistant

THESE MINUTES HAVE NOT BEEN APPROVED BY THE EXECUTIVE COMMITTEE.