

FINANCE AND PERSONNEL COMMITTEE

May 1, 2012

The Finance and Personnel Committee met on Tuesday, May 1, 2012, at 9:00 a.m., in the County Board Room, located in the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Bob Bellman, Fred Clary, Tom Crofton, Gaylord Deets, Bob Holets, Jeanetta Kirkpatrick and Lewis Van Vliet.

Others present included: Victor Vlasak, County Clerk; Randy Jacquet, Health and Human Services Department Director; Barb Scott and Jason Marshall, Management Information Systems Department; Paul Klawiter, Real Property Lister; and Diane Collins.

Kirkpatrick called the meeting to order.

The first order of business was the election of a Chairman. Motion by Clary, second by Crofton that Kirkpatrick is nominated. Motion by Deets, second by Holets to close the nominations and instruct the Clerk to record that a unanimous ballot was cast for Kirkpatrick as Chairman. Motion carried.

The next order of business was the election of a Vice Chairman. Motion by Van Vliet, second by Holets that Clary is nominated. Motion by Deets, second by Crofton to close the nominations and instruct the Clerk to record that a unanimous ballot was cast for Clary as Vice Chairman. Motion carried.

Motion by Clary, second by Deets to designate the County Clerk as the recording secretary for the Committee. Motion carried.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or e-mail to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and a copy was sent by e-mail to WRCO.

Motion by Clary, second by Crofton to approve the agenda with the exception of the agenda item regarding the "jail exam room project". Motion carried.

Motion by Clary, second by Holets to approve the printed copies of the minutes for the April 3rd meeting. Motion carried.

Paul Klawiter addressed the Committee requesting approval to pay \$2,000.00 to Applied Data Consultants, Inc. for hosting the web site for Register of Deeds document searches and Land Records searches for the period May 16, 2012 through May 15, 2013. Motion by Clary, second by Van Vliet to approve payment of the invoice from the Electronic Access Fees Fund. Motion carried.

The invoice from Applied Data Consultants, Inc. in the amount of \$516.67 for the creation, design and hosting of a web site for the County Surveyor was discussed. Barb Scott indicated that the creation and design of the web site could have been done in-house for less cost.

Barb Scott addressed the Committee requesting approval to pay \$3,449.00 for a three year subscription for Barracuda to archive County e-mail. Motion by Van Vliet, second by Crofton to approve payment of the fee from the Management Information Systems Department budget. Crofton requested that the Committee be provided with a list of consultants and computer programs. Motion carried.

Barb Scott addressed the Committee requesting approval for Verizon MIFI for the Regional Aging and Disability Resource Center. Barb explained that the workforce is mobile and does not stay in the office. This technology will allow employees to connect back to the office and work on documents when on the road or at meetings. Currently the Sheriff's Department is participating under the State contract with Verizon at a cost of \$39.99 for unlimited bandwidth. MIFI supports five users. Motion by Crofton, second by Bellman to approve the request with funding coming from the Regional ADRC budget. Motion carried.

Barb Scott addressed the Committee regarding correspondence dated February 9, 2012, received from Andrea Olson, Consolidated Court Automation Programs Customer Service Manager, regarding a performance assessment completed on August 24, 2011, of the CCAP network in the courthouse. The assessment was completed because of CCAP's future plans to include systems that will place a greater performance burden on the CCAP local county networks. A proposal in the amount of \$23,872.50 was received from Strang Telecom to address the deficiencies identified in the assessment. The items identified in the assessment are to be completed by June 30, 2012. Funding for the proposal was discussed. Motion by Holets, second by Crofton that Finance/Personnel Committee Chairman Kirkpatrick write a letter to CCAP requesting an extension of the deadline for completion of items identified in the assessment. Motion carried.

Barb Scott gave a Management Information Systems Department update. Barb reported that plans for the proposed Jail Exam Room Project do not include cabling pathways for future data pulls. The Polycom unit used for video conferencing is currently not working. Repairs are estimated at \$3,900.00. Currently no funding is available to make the necessary repairs. The server and software has been purchased for citric connectivity. The new e-mail server will require MIS set-up in each department's computers. The campus is willing to allow use of the fiber at that site to include the Extension Office. Barb is working with Shannon Clark on the phone contracts. New web sites for Pine Valley and the Fair will be up and running.

Fred Clary explained the proposal received from Greeley Signs for signage prohibiting fire arms in County buildings. Motion by Crofton, second by Van Vliet to purchase 26 metal signs and 26 signs that adhere to windows with funding coming from the Contingency Fund. Motion carried.

The Temporary Transitional Employment proposal from the County's workers compensation insurance carrier was discussed. The proposal is to place an injured worker in a

productive capacity with a non-profit organization to reduce the workers' compensation loss and exposure when the employer is unable to accommodate the injured worker's restrictions. The County would reimburse the non-profit for payroll costs. Motion by Clary, second by Crofton to reject the proposal. Motion carried.

The development of a nepotism policy was briefly discussed.

Darin Gudgeon and Mike Bindl joined the meeting at this point.

Chairman Kirkpatrick reported that she has been asked to coordinate an initial organizing meeting for the formation of a Southwest Wisconsin Community Development Block Grant Consortium regional program consisting of up to ten counties. At this meeting, a lead county will be chosen and participating counties will be asked to have their individual County Boards pass a resolution agreeing to join the consortium. Motion by Crofton, second by Bellman to approve proceeding. Motion carried.

The firm which audits the County, Vig & Associates, has been acquired by Johnson Block and Company, Inc. Johnson Block will complete the 2011 audit under the terms of the contract that the County had entered into with Vig & Associates. Motion by Crofton, second by Van Vliet to approve the completion of the 2011 audit by Johnson Block under the terms of the Vig & Associates contract, authorize the County Clerk's signature on the letter acknowledging approval and consider bidding the audit contract for 2012. Motion carried.

Motion by Van Vliet, second by Deets to approve the recommendation from the Symons Recreation Complex Board that Lifeguard Corrine Cianci be paid at the job rate for her position at the end of her probationary period of employment. Motion carried.

The next meeting is scheduled for May 24th at 9:00 a.m.

Motion by Van Vliet, second by Bellman to adjourn. Motion carried. The meeting adjourned at 10:52 a.m.

Victor V. Vlasak
Richland County Clerk