

Richland County Committee

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Agenda Item Name: Administrator's Report

Department	Administration	Presented By:	Administrator
Date of Meeting:	21 Jan 2022	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure
Date submitted:	19 Jan 2022	Referred by:	
Action needed by no later than (date)	N/A	Resolution	<u>N/A</u> , prepared, reviewed

Recommendation and/or action language:

Motion to.... (guidance may be given to administration by committee action as is germane to the items presented)

Background: *(preferred one page or less with focus on options and decision points)*

- a. Purchasing Cards — Administration is pursuing a contract with US Bank to acquire purchasing cards for departments to utilize on the purchase of service and goods. The system includes: a card holder portal and profiles to track expenditures, local administrative authorities, rebate % on purchases, no annual fees outside of late payment penalties, and no requirement to associate the purchasing cards with individuals by social security number. The contract is under legal review with corporation counsel. The Administrator is hoping to have the contract, training, and implementation complete by the end of March 2022.
- b. Move HHS and Courthouse payrolls to one-week withholding in July — The Administrator will be giving notification to employees of the HHS and Courthouse payrolls that a one-week withholding will be implemented on the 15th pay period (July 29th) of 2022. Please reference the attached letter with further explanation. (please reference presentation slides)
- c. Moving payrolls to two week withholding in 2023 — The Administrator will be taking preliminary actions to implement a 2023 two-week withholding for all payrolls.
- d. Broadband survey design — The Administrator will be working with Director Hady, Directory Glasbrenner, and staff of UW Extension Research Center in developing a recommendation for a survey format to release out through the UW Extension Survey Lab. A survey planning meeting is set for January 26th 2022. We will be using several recent survey designs from Crawford Fairfield, and Spring Green as examples to consider. (Please see attached surveys)
- e. Additional funding for broadband — The State of Wisconsin is accepting grant applications for the purpose of the Broadband Expansion. These grant program is to encourage the deployment of advanced telecommunications capability in underserved areas of the state. (Map found at: <https://maps.psc.wi.gov/apps/WisconsinBroadbandMap/>) Eligible applicants include an organization, a telecommunications utility, or a city, village, town, or county that has established a legal partnership or joint venture arrangement with an otherwise qualified organization or telecommunications utility, and as such meets the eligibility requirements set forth in Wis. Stat. § 196.504(1). With more information found at <https://psc.wi.gov/Pages/Programs/BroadbandGrants.aspx> Administration has currently not taken any actions to pursue these grants.
- f. Prosperity Southwest Wisconsin (PSW) Broadband Initiative — In working with a broadband testing organization, PSW currently has an internet speed testing website designed to help the region, communities within, map and evaluate reported entries of internet speed. The test can be found off the top of the main page at <https://www.prosperitysouthwest.com/> The information gathered from this

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internet based study is intended to be distributed to organizations of the region to help them plan broadband expansion.

g. COVID-19 Vaccination Education — as per guidance through the Health and Human Services Board and the Finance and Personnel Committee, Richland county is conducting a vaccine education drive with intentions of bringing awareness of COVID-19 vaccine safety and vaccination testing sites. Health and Human Services Director Tracy Thorsen has sent four informational packets to employees and departments via email on 12/28/21, 01/13/22, 01/10/22, and 01/17/22.

h. HHS Personnel Update — Personnel report is attached. The department recently reported a 28% turnover rate for 2021 impacting the department's ability to effectively deliver mandated services. HHS Board has taken recent action to make recommend to the Finance and Personnel Committee compensation changes which will be presented in February.

i. 2021 Budget Performance Deficiency Reports — Anticipating to have complete for presentation to the committee in March

j. ARPA Rural Provider Relief Funds — Recognition to Therese Deckert (Pine Valley) in pursuing and obtaining \$433,464.36 through the American Rescue Plan Rural payments program. Dispersions of these payments will be Ambulance Services \$14,316.73; Health and Human Services \$96,049.64; and Pine Valley \$323,097.99.

Attachments and References:

US Bank Brochures	Payroll withholding presentation
11h Admin Report HHS Personnel Update	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Department Head

Administrator, or Elected Office (if applicable)