



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1

SPARTA, WISCONSIN 54656

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NOTICE OF MEETING

COMMITTEE: **ADMINISTRATION & PERSONNEL COMMITTEE**

TIME: 9:00 a.m.

PLACE: Monroe County Justice Center
Monroe County Board Assembly Room

*(Please use the South Side/Oak Street Entrance)

112 S Court Street

Sparta, WI 54656

DATE: **Tuesday, October 9, 2018**

SUBJECT MATTER TO BE CONSIDERED

1. Call to order/Roll call
2. Next Month's Meeting Date/Time
3. Minutes approval – September 11, 2018
4. Bargaining Committee Minutes approvals(3):
 - August 29, 2018
 - September 12, 2018
 - September 19, 2018
5. Veteran Services Request for Credit Card Approval – Discussion/Action
6. Child Support
 - Child Support Performance
 - Child Support Attorney of the Year
 - Resolution Supporting State Increase to County Child Support Agency Funding – Discussion/Action
7. County Administrator Position Recruitment Process – Discussion/Action
8. Personnel
 - a. Health Insurance Renewal – Discussion/Action
 - b. Resolution Authorizing Contract Settlement for the 2091-2021 Collective Bargaining Agreement Between Monroe County and the Monroe County Professional Police Association – Discussion/Action
 - c. Director's Report
9. County Administrator Report
10. Monthly Expenditure Review
11. County Board 2019 Budget
12. Next Month's Agenda Items
13. Adjournment

Pete Peterson, Committee Chair

Date notices mailed: October 4, 2018

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Administration & Personnel Committee
September 11, 2018

Present: Pete Peterson, Mark Halverson, Mary Von Ruden, Sharon Folcey, Cedric Schnitzler
Others: Jim Bialecki, Ed Smudde, John Mehtala, Pamela Pipkin, Deb Brandt, Hannah Olsen, Andrew Kaftan

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Pete Peterson.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, October 9, 2018 at 9:00 a.m. in the Monroe County Board Assembly Room in the Justice Center.
- Minutes Approval – Motion by Mary Von Ruden second by Mark Halverson to approve the 08/13/18 minutes. Carried 5-0.
- Budget Presentations –
 - a. Child Support – Pamela Pipkin presented the Child Support budget and answered questions.
 - b. Register of Deeds – Deb Brandt presented the Register of Deeds budget and answered questions.
 - c. Information Systems – John Mehtala presented the Information Systems budget and answered questions.
- Information Technology Updates -
 - a. Telephone Installation and Training – John Mehtala explained that the phone system was targeted for installation the end of the month. When speaking with Centurylink, resources have been redirected regionally due to the storms and flooding. The project will not be completed until October, with the 15th being the earliest. The equipment is ready to go, we are just waiting on Centurylink personnel to install. Discussion.
 - b. Building Location Change as it Relates to Technology and Timing – The Human Services move will be delayed due to the above discussion regarding storms and flooding. We are waiting on Centurylink personnel to install systems.
- Information Technology Budget Adjustment – John Mehtala explained the 2018 budget adjustment for point to point wireless network. A budget adjustment was not prepared for the meeting. This item will be revisited next month.
- Administrator Position Recruitment Process – Chair Pete Peterson explained that the Administration/Personnel committee will choose a candidate for Administrator and then forward their recommendation to the full board. The floor was opened for discussion. It was a consensus of the committee to hire within. Ed Smudde will work on a proposal for members to look at next month for the recruitment process to include a schedule of events.
- Personnel
 - a. Ed Smudde provided the Monthly Personnel Director's Report.
 - b. Line Item Transfer – Ed Smudde explained the 2018 line item transfer in the amount of \$196.98 for labor relations due to grievance hearings. Discussion. Motion by Mark Halverson second by Sharon Folcey to approve line item transfer. Carried 5-0.
- Jim Bialecki provided the Monthly Administrators Report.
- The monthly expenditure report was provided to members via iPad's.
- Items for next month's agenda – Child Support Resolution, Information Technology Budget Adjustment, Administrator Recruitment Process, County Board 2019 Budget
- Motion by Mary Von Ruden second by Sharon Folcey to move into closed session. Peterson, Halverson, Von Ruden, Schnitzler and Folcey all voted yes.
- Closed Session of the Administrative and Personnel Committee under 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over

which the governmental body has jurisdiction or exercises responsibility. At approximately 9:30 a.m. in regards to the Information Systems Director position and projects.

- Motion to return to open session by Cedric Schnitzler second by Sharon Folcey. Peterson, Halverson, Von Ruden, Schnitzler and Folcey all voted yes.
- Motion by Cedric Schnitzler second by Sharon Folcey to move into closed session. Peterson, Schnitzler and Folcey all voted yes.
- Closed Session under 19.82(1) of the Bargaining Subcommittee at approximately 9:50 a.m. to discuss bargaining strategy with the Monroe County Professional Police Association.
- Motion by Sharon Folcey second by Cedric Schnitzler to return to open session. Peterson, Schnitzler and Folcey all voted yes.
- Motion by Mary Von Ruden second by Mark Halverson to adjourn the meeting at 11:08 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

**Bargaining Committee
MINUTES
August 29, 2018**

Bargaining Committee was called to order by Chair P. Peterson at 4:30 p.m. on August 29th in the Monroe County Board Assembly Room.

In attendance: P. Peterson, C. Schnitzler

Absent: S. Folcey

Also attending: R. Conroy, Chief Deputy; E. Smudde, Personnel Director; M. Backus, WPPA Representative; D. Sundvall, MCPPA President; R. Lee, Sergeant; R. Rader, Patrol Lieutenant, J. Bialecki, County Administrator;

Parties exchanged and discussed initial bargaining proposals in open session, and scheduled subsequent closed session bargaining meetings at 4:30 p.m. on September 12 and 19, and on October 10 in the Monroe County Board Assembly Room. Both parties had tentative agreements on a number of items listed on the initial proposals regarding contract language changes.

Motion to adjourn at 5:42 p.m. by C. Schnitzler, second by P. Peterson, and approved on a 2-0 roll call vote.

Ed Smudde
Recorder

**Bargaining Committee
MINUTES
September 12, 2018**

Bargaining Committee was called to order by Chair P. Peterson at 4:30 p.m. on September 12th in the Monroe County Board Assembly Room.

In attendance: P. Peterson, C. Schnitzler, S. Folcey
Absent:

Also attending: S. Perkins, Sheriff; E. Smudde, Personnel Director; M. Backus, WPPA Representative; D. Sundvall, MCPA President; R. Lee, Sergeant; J. Bialecki, County Administrator;

Motion by C. Schnitzler to approve the minutes from the 8/29/18 meeting, second by S. Folcey and approved on a 3-0 vote.

Motion by S. Folcey, second by C. Schnitzler to enter closed session at 4:34 pm, roll call all members present and meeting entered closed session.

Parties caucused and discussed bargaining proposals. Both parties had tentative agreements on a number of items that were discussed and plan to discuss further at the next scheduled meeting on Wednesday, September 19th at 4:30 p.m.

S. Folcey left the meeting at 5:45 p.m.

Motion to leave closed session and adjourn at 6:30 p.m. by C. Schnitzler, second by P. Peterson and approved on a 2-0 roll call vote.

Ed Smudde
Recorder

**Bargaining Committee
MINUTES
September 19, 2018**

Bargaining Committee was called to order by Chair P. Peterson at 4:30 p.m. on September 19th in the Monroe County Board Assembly Room.

In attendance: P. Peterson, C. Schnitzler, S. Folcey
Absent:

Also attending: S. Perkins, Sheriff; E. Smudde, Personnel Director; M. Backus, WPPA Representative; D. Sundvall, MCPA President; R. Lee, Sergeant; J. Bialecki, County Administrator; R. Rader, Patrol Lieutenant

Motion by C. Schnitzler, second by S. Folcey to enter closed session at 4:30 pm, roll call all members present and meeting entered closed session.

Parties caucused and discussed bargaining proposals and the county made the union a package offer to include wage and language items. Parties discussed and the union accepted the county's package proposal. Union is scheduling upcoming ratification vote. County will prepare county board resolution for October 24th county board meeting for ratification vote.

Motion to approve terms as agreed upon by both parties during bargaining sessions by C. Schnitzler, second by S. Folcey, and approved on a 3-0 vote.

Motion to leave closed session and adjourn at 5:13 p.m. by C. Schnitzler, second by S. Folcey and approved on a 3-0 roll call vote.

Ed Smudde
Recorder


Request for Credit Card Approval

Department: Veteran Services
 Committee: Administrative

Name of Card Holder	Title of Postion	Credit Card Limit
James Huntington	Assistant Veteran Service Officer	

Justification for Credit Card(s):

Conferences / TRAVEL / MAIL

Department Head Approval: 

Date Approved by Committee of Jurisdiction: _____

Following this acceptance please forward to the County Clerk's Office.

Date Approved By Finance Committee: _____

CHILD SUPPORT PERFORMANCE

PERFORMANCE FISCAL YEAR (10/1 to 9/30)

YEAR	monroe cases	state wide cases	monroe PATERNITY %	statewide paternity %	monroe court order %	statewide court order %	monroe current support %	statewide current support %	monroe ARREARS %	statewide arrears %	monroe TOTAL IVD COLLECTED	monroe TOTAL IVD AND NIVD COLLECTED
top \$			80		80		80		80			
2007	2509		113.4		82.82		75.35		70.82		\$ 5,893,541.76	\$ 7,362,505.49
2008	2442		116.03		90.58		76.06		72.64		\$ 6,074,705.31	\$ 7,670,602.57
2009	2545		115.73		91.47		75.65		76.73		\$ 5,964,501.61	\$ 7,569,503.64
2010	2660		115.41		91.62		76.72		77.38		\$ 6,022,849.08	\$ 7,545,728.69
2011	2699		110.83		92.7		77.21		80.53		\$ 6,142,333.85	\$ 7,481,879.01
2012	2831		113.86		91.49		78.05		79.28		\$ 6,392,831.98	
2013	2924	361177	110.2	104.64	90.8	87.35	77.92	72.5	77.29	65.15	\$ 6,293,255.60	\$ 7,711,934.83
2014	2966	365631	110.07	105.43	91.2	86.98	78.06	73.01	78.82	66.02	\$ 6,402,115.18	\$ 7,751,922.51
2015	2979	363152	113.22	104.89	91.21	87.14	78.5	74.15	79.76	67.63	\$ 6,517,891.10	\$ 7,593,032.14
2016	2992	361169	110.5	104.84	92.61	87.18	78.14	74.48	80.15	69.05	\$ 6,381,002.16	\$ 7,546,822.31
2017	2977	361406	107.58	100.52	92.91	87.03	77.92	74.63	80.3	69.04	\$ 6,213,240.79	\$ 7,504,971.00
2018	3004	361623	109.19	102.61	92.88	86.84	77.98	74.71	79.76	69.61	\$ 6,212,295.46	\$ 7,685,416.98

This is based on fiscal year 10/1 to 9/30

RESOLUTION NO. _____

RESOLUTION SUPPORTING STATE INCREASE TO COUNTY CHILD SUPPORT AGENCY FUNDING

WHEREAS, Monroe County administers the Child Support Enforcement Program on behalf of the state, providing services to Monroe County residents including paternity establishment, obtaining child support and health insurance orders for children, and enforcing and modifying those orders; and

WHEREAS, our children's well-being, economic security, and success in life are enhanced by parents who provide financial and emotional support; and

WHEREAS, Monroe County's Child Support Agency ensures that parents take responsibility for the care and well-being of their children, supports the involvement of parents in their children's lives and provides services to both custodial and noncustodial parents; and

WHEREAS, the Child Support Enforcement Program is an effective investment in Wisconsin's future as child support increases self-sufficiency, reduces child poverty, and has a positive effect on children's well-being; and

WHEREAS, Wisconsin's Child Support Enforcement Program is ranked 2nd in the nation for collecting current support; and

WHEREAS, Wisconsin's Child Support Enforcement Program is incredibly cost-effective, collecting an average of \$5.56 in support for every dollar invested in the program; and

WHEREAS, County Child Support Agencies collected \$934 Million in child support during 2017, 95% of which went directly to families while 5% reimbursed public assistance programs; and

WHEREAS, Child Support Agencies help save taxpayer dollars by establishing health insurance orders for 97% of cases, which reduces state Medicaid costs by moving children from public assistance to private insurance; and

WHEREAS, state funding for county child support services has not increased above the 2007 funding level while county agency costs have steadily increased due to growing caseloads, inflation and new federal regulations; and

WHEREAS, Wisconsin's strong performance in child support is at risk without additional state funding. Diminished performance would result in reduced federal funding to Wisconsin; and

WHEREAS, decreased federal funding would lead to less funding for Monroe County's Child Support Agency. This could lead to reductions in child support enforcement staff and services and reduced child support collections; and

WHEREAS, new state investments in child support are amplified by a generous federal match. Every \$1 of state GPR invested in the Child Support Program generates \$2 in federal matching funds.

NOW, THEREFORE, THE MONROE COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES, to respectfully request that state funding for county child support agencies be increased by \$1.5 million GPR in each fiscal year of the 2019-21 Wisconsin state budget, which will generate approximately \$3 million in additional federal funding each year. This investment will ensure that counties can continue to effectively provide economic support to our children.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this resolution to the Governor of the State of Wisconsin, State Senators and State Representatives representing Monroe County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration.

Offered by the Administrative & Personnel Committee this 24th day of October, 2018.

Purpose: To notify the state of the county's support for increase in county child support agency funding.

Fiscal Note: No cost to the County.

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent</p> <p>*****</p> <p>Approved as to form on _____ _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: _____, 20__</p> <p>VOTE: ____ Yes ____ No ____ Absent</p> <p>Committee Chair: _____ _____ _____</p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED</p> <p><input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20__</p> <p>____ Yes ____ No ____ Absent</p>	<p>STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>



ACCOUNTS FOR: 2019 ANNUAL BUDGET

FOR PERIOD 99

COUNTY BOARD	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 DEPT	COMMENT
11100000 511000	52,760.00	49,000.00	49,000.00	27,230.00	49,000.00		.00
11100000 515010	3,271.12	3,039.00	3,039.00	1,703.14	3,039.00		.00
11100000 515015	765.74	711.00	711.00	398.73	711.00		.00
11100000 515040	60.26	30.00	30.00	17.98	30.00		.00
11100000 522025	484.73	.00	.00	286.61	.00		.00
11100000 531000	749.58	700.00	700.00	494.81	700.00		700.00
11100000 531050	628.70	750.00	750.00	646.90	750.00		700.00
11100000 531060	5,359.09	7,000.00	7,000.00	2,951.31	7,000.00		7,000.00
11100000 532000	951.29	5,100.00	5,100.00	2,077.14	5,100.00		5,100.00
11100000 532500	9,605.00	9,612.00	9,612.00	9,605.00	9,612.00		9,612.00
11100000 533010	2,619.00	3,000.00	3,000.00	1,624.01	3,000.00		3,000.00
11100000 533200	15,534.97	18,720.00	18,220.00	7,701.12	18,220.00		17,150.00
11100000 539005	2,212.35	200.00	200.00	133.50	200.00		200.00
11100000 539060	.00	.00	.00	106.00	.00		525.00
11100000 553100	16,423.00	700.00	700.00	.00	700.00		.00
11100000 599000		6,800.00	6,800.00	6,800.00	6,800.00		6,800.00
TOTAL COUNTY BOARD	111,424.83	105,362.00	105,362.00	61,776.25	105,362.00	50,787.00	
TOTAL REVENUE	.00	.00	.00	.00	.00		.00
TOTAL EXPENSE	111,424.83	105,362.00	105,362.00	61,776.25	105,362.00	50,787.00	
GRAND TOTAL	111,424.83	105,362.00	105,362.00	61,776.25	105,362.00	50,787.00	

** END OF REPORT - Generated by TINA OSTERBERG **