

**Ad Hoc Committee, Government Services Project
Thursday, March 17, 2011 8:00 a.m.
Lincoln County Service Center, Rm. 107
Merrill, Wisconsin 54452**

MINUTES

1. Call meeting to order

The meeting was called to order by Chair Bailey at 8:00 a.m. Besides Bailey, in attendance were committee members Bob Lee, Bill Zeitz, Dan Leydet, Randy Scholz, and Arlene Meyer. The meeting was facilitated by Art Lersch, UW-Extension.

2. Approval of minutes from the February 7, 2011 meeting

Motion was made by Scholz and seconded by Lee to approve the minutes without modification. Motion carried with all ayes.

3. Public Comment

None

4. Overview and discussion of department head survey results summary report (including review of all original surveys received)

Lersch gave an overview of the report he developed on the survey results. (Copies of the completed surveys were also handed to committee members.) Following the overview, he asked what cost savings and revenue generation suggestions made by department heads seem the most logical to initially explore. Committee members stated the following (in no particular order):

- Fostering partnerships/collaborations amongst county departments and local governments. (Along with this, committee members agreed that the efforts to eliminate barriers to such arrangements must continue. Scholz indicated that he has already made progress in this area.)
- Study courts more closely for cost savings. Can some unfunded mandates be transferred to the state? Scholz mentioned that discussions about these matters are starting to take place.

- Achieve staffing efficiencies when and where it makes sense based on the study and improvement of workflows.
- Look at the county's user fee structure. (What more if anything can/should be done?)

There was some discussion about the feasibility of looking at the county's committee structure and how business is done through it. Meyer remarked and other committee members seemed to agree that changes in what services are delivered and how they are delivered could very well lead to discussions about committee structure.

5. Determine timeline for Administrative Coordinator and Ad Hoc Committee conversations with department heads based on survey results

After some discussion, the committee agreed that Scholz should begin talking with department heads in early April about the ideas they presented in their completed surveys. Scholz will contact each department head to schedule appointments. The committee will begin talking with department heads in late April and during future committee meetings. The committee also agreed by consensus that this agenda item be placed on subsequent Ad Hoc Committee, Government Services Project meeting agendas.

6. Employee survey returns update.

Lersch stated that the return rate up to the morning of March 17 had been low. He also reminded the committee that the survey was not being done as part of a formal research project but merely to garner employee cost savings and revenue generation ideas. This means if someone had no ideas, they would likely not complete the survey. Also, he stated that the return rate would probably continue to be low because people had to hand write their answers. Leydet reminded the committee that many people wait to the last minute to do these things. He also mentioned that he knew of several folks who were planning to hand in their completed surveys at the end of the return period (March 17 and 18).

7. Further discussion of finalized "County Government Mandated and Non-Mandated Positions Based on State Statutes" report

By consensus, committee members decided to table this discussion until the next meeting in order to give themselves more time to study the report.

8. Discussion of contracted and non-contracted county information

Leydet gave an overview of the report he developed for the committee. He made the committee aware that other non-tax levy revenues, matching dollars, grant dollars, etc. were not included in the dollar figures he listed. He also stated that software contracts were not included. The committee then discussed the funding history/background of several items.

9. Updates on preliminary state budget proposal information

Lersch provided a brief update of the state budget repair bill and proposed biennium budget provisions that have the potential of affecting county government. He also mentioned that the situation related to these items changes every day and that it is too early to tell in most cases what impacts each item might have on county government. The committee asked that this agenda item be placed on subsequent Ad Hoc Committee, Government Services Project meeting agendas.

10. Agenda items for next meeting.

The committee agreed by consensus that the following items should be placed on the next meeting agenda.

- Continue to determine timelines for Administrative Coordinator and Ad Hoc Committee conversations with department heads based on their survey suggestions
- Further discussion of finalized “County Government Mandated and Non-Mandated Positions Based on State Statutes” report
- Updates on state budget bills/proposal information
- Overview of employee survey results report
- Conversation(s) with department head(s)

11. Next Meeting

The next meeting was scheduled for **8:00 a.m., April 26 in either Room 107 or 156**, Lincoln County Social Services Center.

12. Adjourn

Vice Chair Zeitz made a motion to adjourn. The motion was seconded by Scholz. Motion carried all ayes. The meeting was adjourned at 10:10 a.m.