

**Ad Hoc Committee, Government Services Project
Monday, May 16, 8:00 a.m.
Lincoln County Service Center, Rm. 156
Merrill, Wisconsin 54452**

MINUTES

1. Call meeting to order

The meeting was called to order by committee Chairman Bailey at 8:03 a.m. Besides Mr. Bailey in attendance were committee members Bob Lee, Dan Leydet, Bill Zeitz, and Arlene Meyer. Randy Scholz was unable to attend due to illness. Also in attendance was Don Schlising, Information Technology department head. The meeting was facilitated by Art Lersch, UW-Extension.

2. Approval of minutes from the April 26, 2011 meeting.

Supervisor Meyer made a motion to accept the minutes as presented. Supervisor Zeitz provided the second. All ayes.

3. Public Comment

Supervisor Lee commented that he had received calls about the committee's recommendations relating to a possible merging of the zoning and land information/conservation departments. The other three supervisors in attendance also mentioned that they had received similar inquiries.

Lersch provided information given to him related to 5%, 10% and 15% contingency budget plans for various courts related departments and a sheet supplied by the county clerk projecting, using various scenarios, how much towns would have to pay if the county reduced or eliminated EMS services. He also provided a short WCA document related to how state mandates affect county government and what talking points should be used with state legislators/administrators that could help persuade them to reduce those provisions. Lersch also provided the committee with a May 12, 2011 Milwaukee Journal Sentinel article describing action taken by the state Joint Finance Committee on the governor's biennium budget tax levy cap proposals.

4. Department Head Interview (Information Technology Department)

Mr. Schlising gave an overview of department operations based on the input he provided in his department head survey responses and IT department profile report. He discussed a possible way to reduce consulting costs by instituting a merit/skilled based department operation. He

indicated that more information about the proposal would be forthcoming and forwarded to the Ad Hoc Committee, Government Services Project upon its request.

5. Department Head Interview (Administration Department)

6. Department Head Interview (Maintenance Department)

Motion made by Supervisor Zeitz and seconded by Supervisor Lee to lay over agenda items #5 and #6 until the next meeting because Mr. Scholz (department head for Administration and interim department head for Maintenance) was not present due to illness. All ayes.

7. Discussion and take action if necessary on the idea of surveying County Board supervisors

Lersch asked whether it was still the committee's intent to survey County Board members for their cost savings and revenue generation ideas. By consensus, the committee agreed that input from County Board supervisors on these issues was imperative and it would help to supplement the information already provided in the Department Profiles report, the Department Head Survey report, the County Government Mandated and Non-Mandated Positions report, the Staff Survey report, and through department head interviews.

Motion by Supervisor Zeitz and seconded by Supervisor Meyer to have Lersch develop a draft survey to be reviewed by the committee at its next meeting.

Lersch asked whether the committee would like to issue a survey calling for anonymous supervisor responses. The committee agreed by consensus that this should be the case.

Motion passed. All ayes.

8. Overview and discussion of employee survey results revised report

Using the report's table of contents, Lersch provided an overview of how employee survey responses were categorized. The report was accepted and placed on file.

9. Continue to determine timelines for Administrative Coordinator and Ad Hoc Committee conversations with department heads based on their survey suggestions

By consensus the committee agreed that it would continue interviews with the departments mentioned in agenda items #5 and #6 above. Committee members also agreed that the

Administrative Coordinator should next interview the Finance department head. It was requested that Mr. Leydet also appear before the committee at its next meeting in his role as Finance department head.

10. Updates on state budget issues

Lersch referred committee members to the Journal Sentinel article he handed out earlier. Mr. Leydet mentioned that the governor's biennium budget proposals were still being discussed by the Joint Finance Committee. He went on to say that he will not know how state fiscal decisions will affect Lincoln County until the biennium budget is passed and thoroughly reviewed.

11. Agenda Items for Next Meeting

- Department Head Interview (Administration Department)
- Department Head Interview (Maintenance Department)
- Department Head Interview (Finance Department)
- Review of draft County Board questionnaire
- Continue discussion of reports issued to the Ad Hoc Committee, Government Services Project
- Update on state budget issues
- Next steps for developing committee recommendations to the County Board

12. Next Meeting Date

The next meeting is scheduled for **Tuesday, June 14, 8:00 a.m., Lincoln County Service Center, Room 156.**

13. Adjourn

Supervisor Meyer made a motion to adjourn. Supervisor Zeitz seconded the motion. All ayes. Meeting was adjourned at approximately 9:35 a.m.

Minutes respectfully submitted by Art Lersch, UW-Extension.