



COUNTY BOARD STAFF COMMITTEE
Minutes – February 11, 2020

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Mawhinney, Bostwick, Bussie, Peer, Sweeney, Thomas and Yeomans.

Committee Members Excused: Supervisor Brill.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Annette Mikula, Human Resources Director; Richard Greenlee, Corporation Counsel; Brent Sutherland, Facilities Management Director; Dara Mosley, Information Technology Deputy Director; Greg Winkler, Human Services Deputy Director; Sara Mooren, Administrative Services Division Manager; Jodie Surber, Analyst; Paula Schutt, Director of Council on Aging; Bridget Laurent, Deputy Corporation Counsel; Sherry Oja, Finance Director.

Others Present: Supervisor Rick Richard; Michelle Ferguson, The Novak Consulting Group (via phone).

Approval of Agenda. Supervisor Bostwick moved approval of the agenda as presented, second by Supervisor Yeomans. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – January 9, 2020, January 14, 2020 and January 23, 2020. Supervisor Bussie moved approval of the minutes of January 9, 2020, January 14, 2020 and January 23, 2020 as presented, second by Supervisor Sweeney. ADOPTED.

Transfers. None.

Review of Payments. The Committee accepted the reports.

Resolutions and Committee Action.

Community Strategic Planning 2020

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board will engage a strategy planning facilitator to guide the board through the public opinion input process, board review, and creation and adoption of 5 year community strategic

plan. The facilitator will have experience in community focused strategic planning, and will have facilitated plans that have shown success with achievement of one or more goals or actionable items; and,

BE IT FURTHER RESOLVED, the County Board will collect community input through a telephone, mailed, or online survey. Further input will be collected from focus groups composed of local stakeholders, based on identified areas of concern; and,

BE IT FURTHER RESOLVED, The County Board will review the effect on senior residents, on fixed incomes, of annual maximum tax levy increases; and,

BE IT FURTHER RESOLVED, the strategic plan created and adopted shall have strategic goals and actionable items for which outcomes can be measured, to the extent possible; and,

BE IT FURTHER RESOLVED, the County will seek to have the strategic plan endorsed by local Public Organizations, Academic Organizations, Business Organizations, Non Profit Organizations, Civic Organizations, and local elected state level representatives.”

Ms. Ferguson, via phone, said she works for The Novak Consulting Group and that she had been asked to explain what they do to aid in strategic planning. She said they engage stakeholders in however large an area requested, whether within an organization, or community-wide. A consultant firm would come in to help determine the appropriate scope and work with the appropriate groups.

Discussion was had on: the objectives we are looking for; how to measure success; what to do if not successful; revisiting and revising the plan as we continue through the years; who will lead; milestones needed; keeping track and providing results to the public as we work our way through the plan; fee schedules/costs to hire a consultant; the importance that all parties be involved to be successful; key focus areas become part of priority based budgeting; who the stakeholders should be; where funding would come from; the strategic plan research done by Ms. Surber; how some County departments have done their own plans; and should talk to City Managers to see how they feel.

Copies of the Jefferson County Strategic Plan and Marathon County Strategic Plan was sent around for the Committee to view.

Supervisor Bostwick moved to table the above resolution, second by Supervisor Bussie.

Ms. Mikula noted her prior school district had experience with strategic planning. She commented that if the County does a strategic plan, come budget time, some things may not be able to be funded the same way, or at all, depending on the results of the plan.

TABLED on the following vote: YES – Supervisors Bostwick, Bussie, Mawhinney, Peer, Podzilni, Sweeney and Thomas; NO – Supervisor Yeomans; Absent – Supervisor Brill.

Recognizing Deputy Shawn P. Nolan

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, does hereby recognize Deputy Shawn P. Nolan for his over 21 years of faithful service and recommends that a sincere expression of appreciation be given to Deputy Shawn P. Nolan along with best wishes for the future.”

Supervisor Mawhinney moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Creating Five 0.4 FTE and One 0.15 FTE Positions and Amending the Council on Aging Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, does hereby approve creating five part-time positions in the County Budget to replace current Manpower positions, altering the 2020 Budget under the terms set forth below.

...”

Supervisor Thomas moved approval of the above resolution, second by Supervisor Mawhinney.

Ms. Schutt explained they have been having issues with Manpower staffing these positions and, after discussing with Human Resources, found we can save money, the people working to staff the meal centers will make more money, it will be easier for us to find people, and this will help to run the program.

Supervisor Yeomans asked about liability. Ms. Schutt said this is a very low risk area.

ADOPTED.

Increasing the Number Rock County Transportation Coordinating Committee Members to Include a Healthcare, Medical or Related Professional Representative

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, does hereby add a representative from a health care, medical or medically related field to the Transportation Coordinating Committee. This will increase the membership of the committee to 16 members.”

Supervisor Bostwick moved approval of the above resolution, second by Supervisor Yeomans. ADOPTED.

Deleting, Creating, and Retitling 2.7 FTE Positions at Rock Haven

“NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby approve deleting a 1.0 Administrative Assistant, creating a 1.0 FTE Accounting Specialist, deleting 0.7 FTE nursing assistant, creating 0.5 FTE Administrative Assistant, and retitling an Analyst position to Financial Office Manager.”

Supervisor Sweeney moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Amending the 2020 Human Services Department Budget to Accept a Community Mental Health Services Block Grant Supplemental Award for FFY 2020 and Creating a 1.0 FTE Human Services Professional Position Embedded in the Janesville Police Department

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby authorize the acceptance of the Community Mental Health Services Block Grant Supplemental Award for FFY 2020 and the creation of a 1.0 FTE Human Services Professional (Crisis Intervention Worker) embedded in the Janesville Police Department.

BE IT FURTHER RESOLVED that the Human Services Department budget for 2020 be amended as follows to fund (1) the 1.0 FTE Crisis Worker in the Janesville Police Department and (2) projects to enhance client services available through Beloit Area Community Health Center:

...”

Supervisor Thomas moved approval of the above resolution, second by Supervisor Peer.

Mr. Winkler explained this pilot program has been requested by the Janesville Police Department. He added that there had been a 0.4 FTE person there for about six months in 2018 and had been accepted very well. He added that they have a good working relationship with all law enforcement agencies in Rock County, but Janesville Police Department is the one to make a request. Mr. Mosley said Janesville dominates in these types of cases.

Supervisor Bussie left at about 5:30 p.m.

ADOPTED.

Creating a 1.0 FTE Enterprise Desktop Administrator Position and Deleting a 1.0 FTE Instructor/Support Specialist Position

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby approve the creation of a 1.0 FTE Enterprise Desktop Administrator position and the deletion of a 1.0 FTE Instructor/Support Specialist position in the Information Technology Department budget.”

Supervisor Mawhinney moved approval of the above resolution, second by Supervisor Peer. ADOPTED.

Authorizing Part-Time Positions for Courthouse Security and Amending the 2020 Sheriff’s Office Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____ 2020, that the Rock County Sheriff’s Office is authorized to hire 2.2 FTE part-time Court Deputies, which may include up to 7 individuals working less than 0.5 FTE each.

BE IT FURTHER RESOLVED, that the 2020 Rock County budget be amended as follows:

...”

Supervisor Sweeney moved approval of the above resolution, second by Supervisor Peer.

Mr. Smith said this resolution is the result from the December 4, 2019 County Board meeting regarding having Sheriff’s Office deputies staff the Courthouse screening station. Chief Deputy Strouse came up with a plan to use retired Rock County Deputies on a part-time basis. Supervisor Sweeney said there was quite a bit of discussion at County Board in support of this. Mr. Smith said \$162,000 was the estimated amount at that time and Chief Deputy Strouse said he feels it will be less than that.

Supervisor Yeomans said the biggest threat has been shown to be from disgruntled employees and that area has no security other than swiping their badges. He asked if bids had gone out for other armed security. Supervisor Sweeney said it was clear on the County Board floor that armed Sheriff’s Office Deputies was what was wanted for the security station and asked for a resolution. ADOPTED on the following vote: YES – Supervisors Bostwick, Mawhinney, Peer, Podzilni, Sweeney and Thomas; NO – Supervisor Yeomans; Absent – Supervisors Brill and Bussie.

Establishing an Advisory Committee to Study the Effects of an Electromagnetic Pulse on Rock County and its Infrastructure

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does establish the ad hoc Advisory Committee to Study the Effects on an Electromagnetic Pulse on County Infrastructure in order to study and make policy recommendations concerning the effects of an electromagnetic pulse on infrastructure in Rock County, including, but not limited to, 911 and related emergency response and dispatch systems, IT systems, and operational continuity including the estimated costs of such effects and policy recommendations.

BE IT FURTHER RESOLVED, that such committee shall be composed of nine people, two of whom shall be selected from the members of the Rock County Board of Supervisors and seven of whom shall be selected from personnel and departments that may be most affected by such an event, including, but not limited to, the Rock County 911 Center, the Rock County Sheriff’s Office and other law enforcement agencies, Rock-IT, Municipal Fire and EMS agencies, risk management, and local municipal administration.”

Supervisor Mawhinney moved to postpone the resolution until Supervisor Owens is available to answer questions, second by Supervisor Bostwick.

Mr. Smith said the resolution had already been passed by the Public Safety and Justice Committee so it will be on the County Board agenda. He added that Mr. Mosley put together a summary (attached) that had not been available at the time of the Public Safety and Justice Committee meeting.

TABLED unanimously.

US Cellular Upgrade Request – West Court Street Tower. Supervisor Sweeney moved approval of the request from US Cellular to upgrade the West Court Street Tower, second by Supervisor Bostwick. ADOPTED.

EXECUTIVE SESSION: Per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation – County Administrator

Supervisor Mawhinney moved to table this item to the next meeting, second by Supervisor Bostwick. TABLED to the next County Board Staff Committee meeting.

Adjournment. Supervisor Yeomans moved adjournment at 6:02 P.M., second by Supervisor Sweeney. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.