

COUNTY BOARD STAFF COMMITTEE
Minutes – June 11, 2013

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 fourth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Kraft, Arnold, Brill, Bussie, Jensen, Mawhinney, Peer and Yankee.

Committee Members Absent: None.

Staff Members Present: Craig Knutson, County Administrator; Nick Osborne, Assistant to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Dave O’Connell, Human Resources Director; Charmian Klyve, Human Services Director.

Others Present: None.

Approval of Agenda. Supervisor Arnold moved approval of the agenda as presented, second by Supervisor Yankee. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes. Supervisor Jensen moved approval of the minutes of May 9, 2013 and May 14, 2013 as presented, second by Supervisor Mawhinney. ADOPTED.

Bills/Encumbrances.

County Board	\$	1,169.97
Corporation Counsel		3,634.00
Human Resources		1,922.71
Employee Related		343.75

Supervisor Peer moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Mawhinney. ADOPTED.

Transfer None.

Pre-Approved Encumbrances None.

Resolutions.

To Recognize Edward Mealey

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Edward Mealey for his 24 years of service.

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized and directed to furnish a copy of this resolution to Edward Mealey's surviving family."

Supervisor Bussie moved approval of the above resolution, second by Supervisor Arnold.
ADOPTED.

To Recognize Douglas Mitchell

"NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Douglas Mitchell for 16 years of service and extends best wishes to him in his future endeavors.

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized and directed to furnish a copy of this resolution to Douglas Mitchell."

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

Recognizing Maureen K. Johnson for Her Service to Rock County

"NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Maureen Johnson for her 34 years and 6 months of faithful service and extends their sincere appreciation for her work and commitment to the office of the County Clerk and citizens of Rock County; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Maureen Johnson."

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

Recognizing Correctional Officer Elizabeth Mielke

"NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Correctional Officer Elizabeth Mielke for her over 17 years of faithful service and recommends that a sincere expression of appreciation be given to Correctional Officer Elizabeth Mielke along with best wishes for the future.

BE IT FURTHER RESOLVED, that the County Clerk is be authorized and directed to furnish a copy of this resolution to Correctional Officer Elizabeth Mielke."

Supervisor Arnold moved approval of the above resolution, second by Supervisor Jensen.
ADOPTED.

To Recognize Linda Romps

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013, does hereby recognize Linda Romps for her 28 years of service and extend best wishes to her in her future endeavors; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Linda Romps.”

Supervisor Brill moved approval of the above resolution, second by Supervisor Kraft.
ADOPTED.

To Recognize Roberta Kerr

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013, does hereby recognize Roberta Kerr for her 26 years of service and extend best wishes to her in her future endeavors; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Roberta Kerr.”

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

Recognizing Sherry Gunderson for Her Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Sherry Gunderson for her 17 years of service and extends their best wishes to her in her future endeavors; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Sherry Gunderson.”

Supervisor Bussie moved approval of the above resolution, second by Supervisor Brill.
ADOPTED.

Recognizing Gloria Ferwerda for Service to Rock Haven

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Gloria Ferwerda for her 15 years and 9 months of service and extend their best wishes to her in her future endeavors; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Gloria Ferwerda.”

Supervisor Jensen moved approval of the above resolution, second by Supervisor Bussie. ADOPTED.

Recognizing Jenny Curless for Service to Rock Haven

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby recognize Jenny Curless for her 27 years and 5 months of service and extend their best wishes to her in her future endeavors; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Jenny Curless.”

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

Creating a Position of Case Manager II and Deleting Position of Drug and Alcohol Abuse Counselor

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby create a position of Case Manager II and delete a vacant position of Drug and Alcohol Abuse Counselor.”

Supervisor Jensen said on 7 the word “would” should be “will”.

Supervisor Kraft moved approval of the above resolution, second by Supervisor Brill. ADOPTED.

Increasing the Number of Behavioral Health Redesign Steering Committee Members

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 does hereby increase the membership of the Behavioral Health Redesign Steering Committee to twenty-three.

BE IT FURTHER RESOLVED, that one of the new members will have a one-year appointment, a second new member will have a two-year appointment, and a third new member will have a three-year appointment. Subsequent appointments will be for a three year term.”

Supervisor Jensen said on line 21 the second “the” should be deleted.

Supervisor Mawhinney said she would like to have it be a representative from a school district not just Janesville School District.

Supervisor Jensen moved approval of the above resolution, second by Supervisor Kraft. ADOPTED.

Approval of Administrative Policy and Procedure Manual Changes. Mr. O'Connell said the first policy to go over is "Work Situations (Atypical)", Policy number 5.52. Mr. Knutson said these "project" employees are funded by some type of grant and have no specified end date. Mr. O'Connell added they are hired with this understanding that when the funds run out they are done. Mr. Knutson said they would be mostly represented positions but would have no bumping rights.

Supervisor Jensen said on the second page, under Volunteers, second sentence the word "of" should be deleted, and "out-of-pocket" should not be hyphenated.

Mr. O'Connell said the next policy to go over is the "Smoking Regulation", Policy number 5.39. He said the change to this policy is to comply with the ordinance.

Mr. O'Connell said the last policy to go over is "Overtime, Flex and After Hours", Policy number 5.31. He said this is for areas with 24 hour service and the Division Managers would be paid a stipend based on their salary.

Supervisor Bussie moved approval of the Administrative Policy and Procedure Manual changes, second by Supervisor Mawhinney. ADOPTED.

Adjournment. Supervisor Arnold moved adjournment at 4:26 P.M., second by Supervisor Peer. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.