

AGENDA

Task Force on County Operations & Organization

Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

July 10, 2015 – 8:30 a.m.

Members

Kathi Cauley, Jennifer Hanneman-Chair, Sue Happ, George Jaeckel, Ron Krueger,
Russell Kutz-Vice Chair, Steve Nass, Joe Nehmer, Timothy Smith-Secretary

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Communications
7. Approval of June 17, 2015 Task Force meeting minutes
8. Presentation "Historical Growth Patterns in the County" (Rob, Genevieve, Andy)
9. Identify what further analysis the Task Force needs to consider when making their recommendations
10. Discussion and follow-up on Action Plan way ahead
11. Discussion and possible action on how to organize and prepare the final report from the Task Force
12. Discuss scheduling topics for future agendas
13. Tentative Future Meeting and Agenda Items (July 24, 2015, 9:30 a.m. Courthouse Room 202)
14. Adjourn

The Committee may discuss and/or take action on any items specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 17, 2015

Task Force on County Operations & Organization

1. **Call to Order**
Meeting was called to order by Hanneman at 8:30 a.m.
2. **Roll Call**
Task Force Members
Members present: Jennifer Hanneman, Ron Krueger, Russell Kutz, Joe Nehmer, Timothy Smith, George Jaeckel and Kathi Cauley.
Excused: Steve Nass and Susan Happ

Others Present: Tammie Jaeger, Administration; Benjamin Wehmeier, County Administrator; Jim Schroeder, County Board Chair; Brian Lamers, Finance Director; Supervisor Jim Braugher; Supervisor Walt Christensen, Gail Scott, Health Director; Brian Lamers, Finance Director; Jim Schroeder, County Board Chair; Genevieve Borich, Economic Development Director; Andy Erdmann, Land Information Director and Roland Welsch, IT Manager.
3. **Certification of compliance with Open Meeting Law Requirements**
Wehmeier certified compliance with the open meeting law.
4. **Review of Agenda**
Item #10 was moved up on the agenda to accommodate staff
5. **Public Comment**
None
6. **Communications**
 - Updated Area of Emphasis #1 – Financial/Budget Condition of County
 - Updated Area of Emphasis #2 – Staff/Work Environment
 - Updated Area of Emphasis #3 – Structure & Governance
 - Agricultural Analysis Power Point Slides
 - Jefferson County Agriculture: Value & Economic Impact
7. **Approval of June 2, 2015 Task Force meeting minutes**
Motion by Kutz; Second by Krueger to approve the June 2, 2015 Task Force meeting minutes as printed. (Ayes-All) Motion carried.
8. **Presentation – Economic Impact of Agriculture**
Borich provided information for the Task Force to review and gave a presentation on the Agriculture Analysis. Borich addressed questions and comments. No action taken.
9. **Discussion and possible action on outsourcing and insourcing**
Wehmeier explained that he is looking for suggestions on areas to do further analysis on this. No action taken.
10. **Video of Comp Plan presentation**
Wehmeier showed a presentation by Mark Roffers from Vandewalle & Associates on the Jefferson County Agricultural Preservation and Land Use Plan that was previously given to the County Board at their April 19, 2009 meeting. Rob Klotz is available for any questions on this plan. No action taken.
11. **Presentation of final staff LEAN presentation**
Erdman and Welsch gave presentations on their LEAN projects. Welsch and his team did a LEAN project on Log Management and Erdman's team focused on a Certified Survey Map Review project. No action taken.

12. Update on CQI Training

Wehmeier has gathered information on various training opportunities that may be beneficial to the county. He will be focusing on the following areas: 1) Training 2) Reinforcement from Supervisory level for implementing the program 3) Follow Up.

13. Presentation on existing County Farmland Plans

Wehmeier showed a Power Point presentation "Overview of Plans for the Jefferson County Countryside Farm by Steve Grabow. The Task Force may want to consider selling or developing this land and what the funds would be used for. The current rental for the county-owned farmland is \$105,688 per year. The group discussed their ideas. It was suggested that more data be gathered and a team be assigned to do this as a LEAN project. No action taken.

14. Discussion and follow-up on Action Plan way ahead

Borich will gather additional information and report back in a month. No action taken.

15. Discuss scheduling topics for future agendas

No action taken.

16. Tentative Future Meeting Dates & Agenda Items (July 10, 2015 8:30 a.m. Courthouse 202)

- Approval of June 17, 2015 Task Force meeting minutes
- Historical Growth Patterns in the County – (Rob, Genevieve and Andy)
- Identify what further analysis the Task Force needs to consider when making their recommendations
- Discussion and follow-up on action plan way ahead
- Discussion and possible action on how to organize and prepare the final report from Task Force

17. Adjourn

Motion made by Jaeckel; Second by Kutz to adjourn at 11:09 a .m. (Ayes-All) Motion Carried.