AGENDA

Task Force on County Operations & Organization

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

Wednesday, August 5, 2015 – 1:00 p.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 July 24, 2015 Task Force meeting minutes
8. Discussion and possible action on updated Action Plan
9. Discuss scheduling topics for future agendas
10. Tentative Future Meeting and Agenda Items
11. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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

July 24, 2015
Task Force on County Operations & Organization

1. **Call to Order**
   Meeting was called to order by Hanneman at 9:30 a.m.

2. **Roll Call**

   Task Force Members
   Members present: Jennifer Hanneman, Ron Krueger, Russell Kutz, Joe Nehmer, Timothy Smith, George Jaeckel, Kathi Cauley and Steve Nass.

   Excused: Susan Happ

   Others Present: Tammie Jaeger, Administration; Benjamin Wehmeier, County Administrator; Barb Frank, County Clerk; Genevieve Borich, Economic Development Director; Terri Palm-Kostroski, HR Director, J. Blair Ward, Corporation Counsel; Supervisor Walt Christensen; Brian Lamers, Finance Director; Andy Erdman, Land Information Director; Jim Schroeder, County Board Chairman; Alexa Zoellner, Reporter, Jefferson Daily Union and Supervisor Amy Rinard.

3. **Certification of compliance with Open Meeting Law Requirements**
   Wehmeier certified compliance with the open meeting law.

4. **Review of Agenda**
   No changes

5. **Public Comment**
   None

6. **Communications**
   - Task Force Report Outline
   - Action Plan

7. **Approval of July 10, 2015 Task Force meeting minutes**
   Motion by Jaeckel; Second by Krueger to approve the July 10, 2015 Task Force meeting minutes as printed. (Ayes-All) Motion carried.

8. **Discussion and possible action on highway overtime report**
   A highway overtime report was provided for the Task Force to review. Cauley discussed how Human Services handles employee schedules and described emergency situations that the employees encounter without receiving extra pay. Palm-Kostroski clarified the current pay practices for the Highway Department. Schroeder suggested that the concerns of the Task Force regarding overtime, hazardous pay and comp time accruals be forwarded to the Human Resources and Highway Committee.

   Motion by Nass; Second by Jaeckel to forward the concerns regarding highway department overtime, hazardous pay and comp time accruals to the Human Resources Committee and the Highway Committee. (Ayes-All) Motion carried.

9. **Discussion and possible action on Employee comments**
   Wehmeier went over a list of employee comments and provided his commentary. Task Force members discussed possible solutions to look into to provide efficiencies. The idea of departments working together without a cash exchange was discussed. Wehmeier explained that some of these issues are already being focused on. No action taken.

10. **Identify what further analysis the Task Force needs to consider when making the recommendations**
    Wehmeier provided an action plan for review. The idea of creating incentives in our communities to build up the downtowns instead of outside of the city limits was discussed. This would be an appropriate agenda item for the COG. This will be added to the action plan. No action taken.

11. **Discussion and follow-up on Action Plan way ahead**
An Action Plan was provided for review.. The Plan was updated to include the consideration of non-monetary values; overtime, hazardous pay and comp time accruals; consolidation of Fleet Maintenance & Operations. No action taken.

12. **Discussion and possible action on how to organize and prepare the final report from the Task Force**
A report outline was provided for review. The Task Force will provide the Action Plan to the County Board in September with the final report to follow at a later date due to budget obligations. No action taken.

13. **Discuss scheduling topics for future agendas**
See below.

14. **Tentative Future Meeting Dates & Agenda Items (August 5th, 1:00 p.m. Courthouse Room 202)**
    - Approval of July 24, 2015 Task Force meeting minutes
    - Discussion and possible action on updated Action Plan

15. **Adjourn**
Motion made by Jaeckel; Second by Krueger to adjourn at 11:08 a.m. (Ayes-All) Motion Carried.