

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**  
**July 6, 2016**

IVES GROVE OFFICE COMPLEX  
AUDITORIUM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Shakoor, Supervisors Bernberg, Miller and Nielsen, Youth Representative Krishnan and Scholzen, Finance Director Alex Tillmann, Human Resources Director Karen Galbraith, Finance & Budget Analyst Kris Tapp, Ridgewood Care Center Administrator Liam Doherty, Detention Center Superintendent Ed Kamin and Deputy Treasurer Marilou Hipper.

Excused: County Board Supervisors Pringle, Snow and Wisch.

**Agenda Item #1 - Convene Meeting**

Meeting Called to Order at 5:02 pm by Chairman Shakoor.

**Agenda Item #2 – Chairman Shakoor – Youth In Governance/Comments**

Chairman Shakoor read the Youth in Governance statement.

**Agenda Item #3 – Public Comments**

None.

**Agenda Item #4 – Approval of Minutes from the June 15, 2016 Meeting.**

**Action:** Approve the minutes from the June 15, 2016 meeting. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #5 – Approval of Minutes from the Joint Meeting with Government Services from the June 15, 2016 Committee Meeting.**

**Action:** Approve the minutes from the June 15, 2016 Joint meeting with Government Services. **Motion Passed.** Moved: Supervisor Bernberg. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #6 – Approval of Minutes from the June 28, 2016 Meeting.**

**Action:** Approve the minutes from the June 28, 2016 meeting as amended. **Motion Passed.** Moved: Supervisor Bernberg. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #7 - Requests for Transfer**

**7a – Human Services Department – Hope Otto – Authorize a change of purpose of capital funds from the B&FM Capital Projects – RCSC 3<sup>rd</sup> Fl Carpet to ProPhoenix Software for the Detention Center and transfer of funds of \$51,924 from B&FM Capital Projects 2016 budget to the 16 Capital Projects budget – 2016 – Resolution - 1<sup>st</sup> Reading at the July 12, 2016 County Board Meeting.**

**Action:** Authorize a change of purpose of capital funds from the B&FM Capital Projects – RCSC 3<sup>rd</sup> Fl Carpet to ProPhoenix Software for the Detention Center and transfer of funds of \$51,924 from B&FM Capital Projects 2016 budget to the 16 Capital Projects budget - 2016 – Resolution – 1<sup>st</sup> Reading at the July 12, 2016 County Board Meeting. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**7b – Human Services Department – Hope Otto – Authorize the transfer of .5 FTE of Accountant Supervisor from Ridgewood 2016 Budget to the Human Services Department 2016 Budget effective August 1, 2016, Transfer of \$14,151 from the Ridgewood Care Center 2016 Budget to the Human Services Department 2016 Budget – 2016 – Resolution - 1<sup>st</sup> Reading at the July 12, 2016 County Board Meeting.**

**Action:** Authorize the transfer of .5 FTE of Accountant Supervisor from Ridgewood 2016 Budget to the Human Services Department 2016 Budget effective August 1, 2016, Transfer of \$14,151 from the Ridgewood Care Center 2016 Budget to the Human Services Department 2016 Budget and transfer of \$25,533 within the Human Services Department 2016 Budget - 2016 – Resolution – 1<sup>st</sup> Reading at the July 12, 2016 County Board Meeting. **Motion Passed.** Moved: Supervisor Bernberg. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**7c – County Treasurer – Jane Nikolai – Transfer of \$1,400 within the County Treasurers 2016 budget to move funds from overtime to temporary help for clerical services in the County Treasurers Office during the busy tax collection season – 2016 – Report.**

**Action:** Authorize the transfer of \$1,400 within the County Treasurers 2016 budget to move funds from overtime to temporary help for clerical services in the County Treasurers Office during the busy tax collection season - 2016 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8 - Finance – Kris Tapp – Meal Rate for 2017 – County Executive is recommending that the meal rate remains the same – Action of the Finance & Human Resources Committee only.**

**Action:** Retain the meal reimbursement rate of #38 as recommended by the County Executive – Action of the Finance & Human Resources Committee. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #9- Communication Referrals from County Board Meeting:**

**Action:** Receive and file items a –e. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #10 – Staff Report – No Action Items**

- a) September 2016 – January 2017 Meeting Calendar – Chairman Shakoor would like all Finance & Human Resources Committee members (Supervisors & Youth Representatives) to review the departments coming before the Committee and decide if they want to have all appear or remove some and to review the dates.

**Agenda Item #11 - Adjournment**

**Action:** Adjourn the meeting at 5:30 pm. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays.